



STAFFORDSHIRE
UNIVERSITY

University Single Equality Scheme and Equality Action Plan 2009 – 2012



■ CREATE THE DIFFERENCE

University Single Equality Scheme and Equality Action Plan

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PART B – Our Equality Action Plan for 2009-12

Our action plan covers the following areas of equality and diversity: 17 - 23

- Age
- Disability
- Gender
- Race
- Religion/Belief
- Sexual Orientation
- Transgender

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PART A – Our University Single Equality Scheme

Our Commitment to Equality and Diversity

The University is committed to fostering an inclusive community which encourages students and staff to fulfil their potential and which values every individual for their unique contribution to the success of the University.

The University recognises that its continued success depends upon having a community with a diverse range of skills, backgrounds and experience that spark ideas, promote debate and encourage innovation and creativity. In order to achieve this, we will continue to work towards a staff and student profile that will clearly demonstrate that we are committed to providing an environment that fosters equality of opportunity for all.

We believe that students and staff will benefit greatly from learning and working in an inclusive environment.

The University has specific legal obligations to the seven equality strands of:

- Age
- Disability
- Gender
- Race
- Religion or belief
- Sexual orientation
- Transgender

Our specific legal obligations and our commitment to these key strands of equality are detailed in Appendix 1.

However, we recognise that false assumptions, prejudice, discrimination and stereotyping are widespread in society and that to achieve our aim we must take steps to actively promote equality and combat prejudice, discrimination and harassment in our role as a learning organisation.

We are therefore committed to creating an environment where all students, staff and visitors are respected, treated with dignity and given equal opportunity to fulfil their potential. In order to achieve this across the seven strands listed above:



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1. We will ensure that we are fair and equitable to potential students in our admissions process, and to all students in our teaching and learning, assessment and in the delivery of our overall student experience.
2. We will ensure that we are fair and equitable to potential employees in our recruitment and selection processes and to all our staff in promotion, training and development, pay, conditions of service, other benefits and in the delivery of our services.
3. We will not tolerate prejudice, unlawful discrimination or harassment and will take seriously and investigate any complaints of discrimination or harassment using the agreed procedures and respecting confidentiality.
4. We will promote the diversity of our students and staff through our literature, language, publicity and images.

We also acknowledge that discrimination can occur for a wide range of reasons (for example, socio-economic class, physical appearance) and we will endeavour to ensure that all students, staff and visitors are treated with respect at all times.

This Equality Scheme represents a new phase in our approach towards equality and diversity at Staffordshire University. It strengthens our approach by combining our separate Race, Gender and Disability Schemes and creating a single unified action plan for these three areas together with the other equality strands of Age, Religion or Belief, Sexual Orientation and Transgender.

Our Equality Scheme encapsulates our vision of ensuring that equality and diversity are at the heart of everything that we do.

We will review our Scheme and Action Plan every three years and ensure that the detailed action plans within our Faculties, Schools and Services are reviewed annually.

One of Staffordshire University's key values is diversity. Our intention is to build on our strengths and our past success to further develop an inclusive and welcoming community for everyone.

Professor Christine King, CBE, DL, Vice-Chancellor
Steve Burgin, Chair, Board of Governors

PART A – Our University Single Equality Scheme

Where are we now?

The University has actively promoted and celebrated equality and diversity for many years and has a reputation as a leader in this field. We continue to advocate equality and inclusivity as a key part of our University Plan through:

1. Our commitment and ownership across the organisation

- o The support and commitment from our senior management team and in particular the championing of our equality agenda by the Vice-Chancellor and the Board of Governors.
- o Our Diversity Committee has been actively involved in promoting equality and diversity over a number of years.
- o Our partnership working with Trades Unions, Students' Union, staff and students generally to ensure that everyone is given the opportunity to participate fully in our community.

2. Our students

- o A successful history of supporting and increasing the number of disabled students in the University.
- o Continued working with the Students' Union to develop an ongoing programme of activities to celebrate diversity.
- o Continual monitoring of our student profile to ensure that our student services reflect changing demands.

3. Our Staff

- o A successful history of increasing and supporting the number of disabled staff in the University.
- o An increasingly diverse workforce illustrated by the growing representation of previously under-represented groups.
- o Annual staff awards that recognise the promotion of equality and diversity across all areas of University life.



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4. Our training and awareness-raising programme

- o Our programme of development for staff including induction, training, development and awareness-raising in equality issues.
- o Our programme of development for students including induction and awareness-raising events in equality issues.
- o Our joint programme of events and initiatives for students, staff and the wider community which reflect our commitment to promote and celebrate equality and diversity.

5. Our specialist expertise

- o Our Equality and Diversity team has been in place since 2003. The team covers all strands of equality including age, disability, gender, race, religion/belief, sexual orientation and transgender issues for both staff and students.
- o Practitioners across the University in departments such as Personnel Services, Disability Services and the International Office.
- o A range of academic experts across our Schools and Faculties.

PART A – Our University Single Equality Scheme

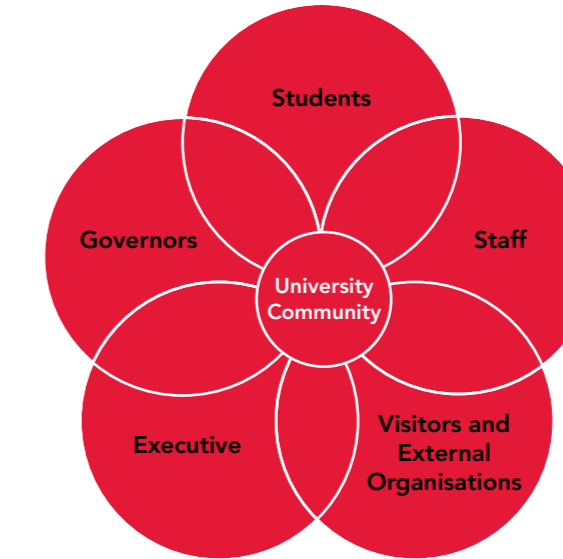
What is the purpose of our Equality Scheme?

The overall purpose of the University's Equality Scheme is to:

- Framework** Outline the framework for promoting equality, inclusivity and diversity within the University community to deliver equality of opportunity and access for all.
- Change** Provide a tool for making positive change which directly impacts on our students, staff and partners.
- Commitment** Enable everyone associated with the University to understand the organisation's commitment to the promotion of equality, inclusivity and diversity.
- Responsibility** Enable all students, staff and visitors to understand their own responsibilities for promoting equality and supporting a diverse and inclusive community.
- Evaluation** Provide a means of monitoring and evaluating our progress to ensure that long-term and sustainable improvements take place.

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What are our responsibilities?



The University is a community that is made up of five broad groups of people who have specific responsibilities:

- our staff
- our students
- executive
- our governors
- Visitors and external organisations that we work with.

Each of these groups of people have specific roles to play in the implementation of the University Single Equality Scheme.

These roles and responsibilities are explained on the next page.

PART A – Our University Single Equality Scheme

Students

All students should:

- Treat everyone with dignity and respect at all times
- Promote an environment that does not allow or tolerate any discrimination, harassment or victimisation of others
- Challenge and report any unacceptable behaviour
- Embody the values and spirit of the Scheme during the course of their study

Staff

All staff should:

- Treat everyone with dignity and respect at all times
- Promote an environment that does not allow or tolerate any discrimination, harassment or victimisation of others
- Challenge and report any unacceptable behaviour
- Embody the values and spirit of the Scheme during the course of their employment including both professional and social activities undertaken during the course of University business

Executive

Members of Executive should:

- Treat everyone with dignity and respect at all times
- Promote an environment that does not allow or tolerate any discrimination, harassment or victimisation of others
- Challenge and report any unacceptable behaviour
- Embody the values and spirit of the Scheme during the course of their employment including both professional and social activities undertaken during the course of University business
- Be responsible for the delivery of the action plan

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Governors

The Board of Governors should:

- Treat everyone with dignity and respect at all times
- Champion and promote an environment that does not allow or tolerate any discrimination, harassment or victimisation of others
- Challenge and report any unacceptable behaviour
- Embody the values and spirit of the Scheme during their period of governance
- Ensure that progress is being achieved against the action plan

Visitors and external organisations

Visitors to the University who use our services or activities should:

- Treat everyone with dignity and respect at all times
- Promote an environment that does not allow or tolerate any discrimination or harassment of others
- Challenge and report any unacceptable behaviour
- Embody the values and spirit of the Scheme

External organisations working for, or on behalf of, the University will be informed of our University Single Equality Scheme and should provide evidence of their own policies to demonstrate how they meet our expectations.

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How have we engaged you in this?

The engagement of individuals and other organisations in the design of our University Single Equality Scheme was very important. We involved a number of different parties in our consultation process when we designed this scheme and we will continue to do so in our future developments. This range of consultations and discussions provided us with valuable information that was included as part of the Scheme and supporting action plans.

Students

We involved our elected student representatives, student employees within the Students' Union and students more generally when designing this scheme and action plan. We will continue this approach as we move forward.

Staff

Representatives from the recognised Trade Unions, UNISON and UCU, have played an active part in the formulation of the Scheme and action plan. We will continue to work in partnership with the Trade Unions and staff more generally within the University as we move forward.

Governors

We involved our Board of Governors when designing this scheme and will continue to involve them as we move forward with key developments.

Visitors and External Organisations

We will continue to consult with a wide range of local organisations and partners representing all equality strands, in order to provide equality of opportunity to all those who use our services.

This approach has provided us with valuable information to shape our Equality Scheme and will continue to ensure that our plans have a positive impact on all of our community.

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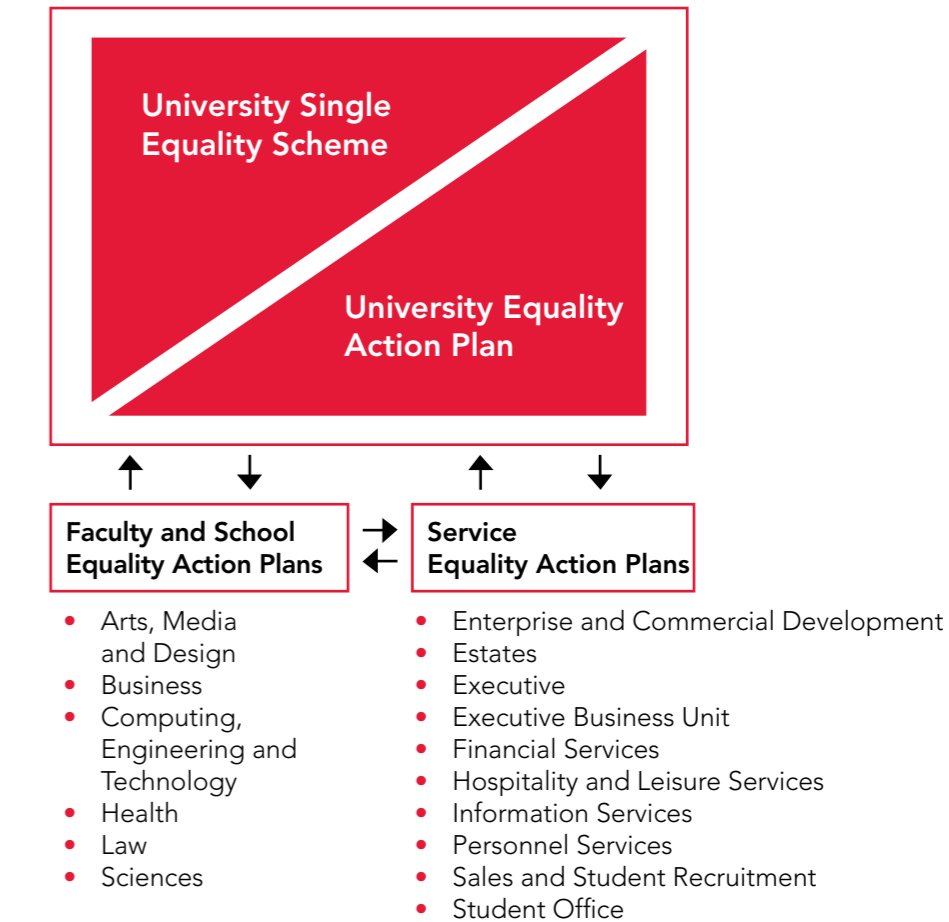
How do we bring equality and diversity to life?

Through our University Single Equality Scheme we communicate our vision for equality and diversity.

Our Equality Scheme is supported by an Equality Action Plan which explains our key areas of development for the next three years and forms Part B of this document.

All of our Faculties, Schools and Services have an important role to play in delivering these key areas of development and so our University Equality Action Plan is in turn supported by individual Faculty, School and Service Action Plans. These action plans include the Faculty, School and Service contribution to our overall University Equality Action Plan and also contain their own key areas for development across the seven key equality strands.

This approach reflects our commitment to embed the principles of Equality and Diversity throughout our University community and is represented as a diagram below.



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How do we know we are making progress?

We will ensure that we are making progress in delivering the University Single Equality Scheme and Equality Action Plan by focusing on these key areas:

Developing a diverse Student and Staff Population

We will gather and analyse student and potential student data to ensure that we are attracting and retaining students from diverse backgrounds.

We will gather and analyse data regarding our staff to ensure that we are attracting and retaining staff from diverse backgrounds.

Eliminating Unlawful Discrimination

We will also gather and analyse data to ensure that the services we provide to students and staff are as inclusive as possible. An indication of the types of data we will analyse is included as Appendix 2. The information collected as part of this process will also help us to understand what progress we have made and where we can improve.

Delivering Change Through Our Equality Action Plan

We will ensure that all our policies and procedures for all areas of our business are fair and equitable. This process of Equality Impact Assessment ensures that these policies and procedures do not unlawfully discriminate against a particular group or individual due to age, disability, gender, race, religion or belief, sexual orientation, transgender. The information collected as part of this process will also help us to understand what progress we have made and where we can improve.

An annual report will be received by key University management groups together with Academic Board, Executive and the Board of Governors on the delivery of our University Equality Action Plan. This will explain the progress made against our objectives and the delivery of planned outcomes.

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How will we publish the University Single Equality Scheme to everyone?

The University will make this scheme available to all interested parties, including staff, students, potential staff and students, governors, visitors, partners and other relevant external organisations in the following ways:

Students

For new and existing students:

- Clearly signposted on our website
- Available at the pre-induction stage of the student admission process
- Available at the induction stage of the student admission process
- Available in the main University libraries

Staff

For new and existing staff:

- Clearly signposted on our website
- Available at the application stage of the recruitment process
- Available as part of the University and local inductions for new staff
- Available in the main University libraries

Governors

For potential, new and existing governors in the following ways:

- Clearly signposted on our website
- Available at the application stage of the governor selection process
- Available as part of the induction process for new governors
- Available in the main University libraries

Visitors and External Organisations

For visitors, partners and other relevant external organisations in the following ways:

- Clearly signposted on our website
- Included in any tendering processes
- Available in the main University libraries

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Where can I find further information?

For further information visit our website at www.staffs.ac.uk/diversity or contact the Equality and Diversity Manager:

Clare Ridgley
t: 01782 295842
e: diversity@staffs.ac.uk
Equality and Diversity Manager

Our series of seven equality leaflets listed below provide a summary of information about each equality strand and can be found on the diversity website www.staffs.ac.uk/diversity and at reception areas and information points across the University:

- Equality and Diversity
- Age Equality
- Race Equality
- Gender Equality
- Disability Equality
- Sexual Orientation Equality
- Religion and Belief Equality

Any issues that arise relating to equality should be referred to the relevant line manager within your Faculty, School or Service in the first instance. Should further advice be required please contact:

Students	Dean of Students and Academic Registrar	Francesca Frances	e: f.francis@staffs.ac.uk
Staff	Director of Human Resources	Ian Blachford	e: i.blachford@staffs.ac.uk
Governors	Clerk to the Board of Governors	Ken Sproston	e: k.g.b.sproston@staffs.ac.uk
Visitors	Equality and Diversity Manager	Clare Ridgley	e: diversity@staffs.ac.uk



PART B – Our Equality Action Plan for 2009-12

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
STUDENTS	<ul style="list-style-type: none"> Ensure that equality and diversity issues are embraced within all developments to the University's physical estate through effective consultation with disabled students 	Positive feedback from student surveys, Students' Union and consultation process	June 2010	Director of Finance	<ul style="list-style-type: none"> Set up disabled students engagement group led by Director of Estates 	Disability	Estates
	<ul style="list-style-type: none"> Include diversity and international themes within all curriculum developments Improve flexibility of curriculum Ensure that teaching and learning is delivered in an inclusive manner Develop a range of appropriate assessment strategies 	Analysis of student attainment data, survey feedback, complaints and feedback from the Students' Union	Dec 2010	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Produce annual report to Executive Board on progress Review learning and teaching strategies Review assessment strategies 	All	Diversification of Products and Customer focus
	<ul style="list-style-type: none"> Ensure that organisations supporting student placements are compliant with equality legislation and values 	Development of placements procedure and feedback from students and the Students' Union	April 2011	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Faculties/Schools to provide guidance to placement staff and students on their responsibilities and rights Impact assess following 12 months in operation 	All	Customer Focus
	<ul style="list-style-type: none"> Ensure that equality and diversity issues are developed as an integral part of prospectus design 	Impact assessment of prospectus	Sept 2010	Deputy Vice-Chancellor	<ul style="list-style-type: none"> Impact assess following 12 months in operation 	All	Customer Focus

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
	<ul style="list-style-type: none"> Ensure that advertising materials reflect the diversity of our student population 	Impact assessment of advertising materials	Sept 2010	Deputy Vice-Chancellor	<ul style="list-style-type: none"> Impact assess following 12 months in operation 	All	Customer Focus
	<ul style="list-style-type: none"> Review recruitment and selection practices to encourage diversity of applicants 	Analysis of application figures reflecting greater diversity profile of students	Sept 2011	Deputy Vice-Chancellor	<ul style="list-style-type: none"> Revised recruitment and selection procedures Revised approach to advertising of university awards 	All	Customer Focus
	<ul style="list-style-type: none"> Ensure that equality and diversity are embedded within and promoted effectively for all the services offered to students 	Feedback from student survey and Students' Union	June 2011	Director of Financial Services/ Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Increase awareness of equality issues among student population 	All	Customer Focus
	<ul style="list-style-type: none"> Promote student awareness of rights and responsibilities under legislation 	Feedback from student survey and Students' Union and analysis of complaints	June 2011	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Increase awareness of rights and responsibilities under legislation 	All	Customer Focus
	<ul style="list-style-type: none"> Monitor and analyse application, retention and attainment statistics 	Publication of statistics	Dec 2010	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Produce annual report to Executive Board on progress 	All	Customer Focus
	<ul style="list-style-type: none"> Set targets to provide realistic and achievable goals for student profile 	Publication of and progress against targets	June 2010	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Produce annual report to Executive Board on progress 	All	Customer Focus
	<ul style="list-style-type: none"> Measure user satisfaction 	Feedback from student survey and Students' Union	June 2010	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Produce annual report to Executive Board and Board of Governors 	All	Customer Focus

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
	<ul style="list-style-type: none"> Regular review of all policies and practices to establish impact on particular groups 	Publication of equality impact assessment results of all policies	Dec 2010	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Develop a timetable for review of all policies 	All	Customer Focus
	<ul style="list-style-type: none"> Ensure that we diversify our products and services to meet the needs of people from the 7 equality strands 	Feedback from surveys and consultation process	June 2011	Executive Pro-Vice-Chancellor/ Director of Finance	<ul style="list-style-type: none"> Develop a timetable of review of our products and services to show how they are meeting the 7 equality strands 	All	Growth and diversification
	<ul style="list-style-type: none"> Ensure compatibility and appropriate support for assistive software 	Feedback from student surveys	April 2011	Executive Pro-Vice-Chancellor/ Director of Finance	<ul style="list-style-type: none"> Review our existing provision in terms of compatibility and appropriateness 	Disability	Delivery through technology
	<ul style="list-style-type: none"> Use technology to encourage wider access and inclusion in education 	Feedback from student surveys	April 2011	Executive Pro-Vice-Chancellor/ Director of Finance	<ul style="list-style-type: none"> Review our existing provision to encourage wider access and inclusion 	All	Delivery through technology
	<ul style="list-style-type: none"> Promote good relations between people of all equality strands by developing a series of high profile diversity events for staff and students in conjunction with the Students' Union 	Attendance at events, feedback in surveys and reduction in complaints	June 2010	Executive Pro-Vice-Chancellor/ Director of Human Resources	<ul style="list-style-type: none"> Develop programme of diversity events for staff and students in conjunction with the Students' Union 	All	Customer focus
	<ul style="list-style-type: none"> Develop equality and diversity awareness as part of student induction 	Feedback from student survey and Students' Union	Sept 2010	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Include a programme of equality and diversity awareness campaigns during Welcome week and Welcome semesters in conjunction with the Students' Union 	All	Customer Focus and Staff

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
	<ul style="list-style-type: none"> Regular consultation/ involvement of all students in review of equality scheme and action plan 	Inclusion of suggested actions in revised action plan	April 2011	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Annually invite students to comment on existing schemes and action plans 	All	Customer Focus
STAFF	<ul style="list-style-type: none"> Ensure equality issues are embraced within all developments of the University's physical estate through effective consultation with disabled staff 	Positive feedback from staff surveys and consultation process	June 2010	Director of Finance	<ul style="list-style-type: none"> Set up disabled staff engagement group led by Director of Estates 	Disability	Estates
	<ul style="list-style-type: none"> Ensure that equality and diversity issues are included in all key University management meetings and committees 	Improvements made to the physical development of the estate to make it more inclusive and accessible	Mar 2010	Director of Human Resources	<ul style="list-style-type: none"> Review of minutes of University meetings to ensure that equality and diversity issues are being discussed 	All	Staff
	<ul style="list-style-type: none"> Review recruitment and selection practices to encourage diversity of applicants. 	Equality and diversity issues embedded across University functions	Dec 2010	Director of Human Resources	<ul style="list-style-type: none"> Revised recruitment and selection procedures Revised approach to advertising of university vacancies 	All	Staff
		Analysis of application figures reflecting greater diversity profile of staff					

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
	<ul style="list-style-type: none"> Develop equality and diversity awareness with staff. 	<p>Increased diversity awareness amongst staff</p> <p>Reduction in complaints or grievances related to diversity issues</p>	June 2011	Director of Human Resources	<ul style="list-style-type: none"> Develop awareness raising sessions for staff Develop diversity as a key part of staff induction Develop diversity issues as part of the management development portfolio 	All	Staff
	<ul style="list-style-type: none"> Review all employment policies and procedures to ensure equality and prevent unlawful discrimination. 	<p>Policies and procedures that are in place that are free from unlawful discrimination – record of equality impact assessment</p>	Mar 2011	Director of Human Resources	<ul style="list-style-type: none"> Develop a timetable of review of all employment policies and procedures Implement timetable of review including impact assessment 	All	Staff
	<ul style="list-style-type: none"> Undertake an equal pay audit to ensure that remuneration arrangements are free from direct or indirect discrimination. 	<p>Remuneration arrangements that are in place which are free from unlawful discrimination – record of equality impact assessment</p>	July 2010	Director of Human Resources	<ul style="list-style-type: none"> Equal Pay Audit scoped Equal Pay Audit undertaken Equal Pay Audit results analysed Action plan put in place to address areas of concern 	All	Staff

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
GOVERNORS	<ul style="list-style-type: none"> Develop nomination and selection processes for Governors to embrace diversity Provide Governors with appropriate training/information to enable them to meet their equality responsibilities 	<p>Improved diversity profile of Governing Body</p> <p>Publication of data in annual report</p> <p>Greater awareness of equality and diversity matters</p>	<p>June 2010</p> <p>June 2011</p>	<p>Vice-Chancellor/ University Secretary</p> <p>Vice-Chancellor / Director of Human Resources / University Secretary</p>	<ul style="list-style-type: none"> Revise the nomination and selection process for Governors to include diversity matters explicitly. Monitor the profile of governors following 12 months of operation. Develop a range of diversity awareness raising opportunities for Governors to be involved with 	<p>All</p> <p>All</p>	<p>Staff</p> <p>Staff</p>
VISITORS AND EXTERNAL ORGANISATIONS	<ul style="list-style-type: none"> Develop and maintain partnership links with range of organisations to facilitate the sharing of good practice 	<p>Membership and active involvement in equality and diversity networks raising the University's profile locally, regionally and nationally.</p>	June 2010	Director of Human Resources	<ul style="list-style-type: none"> Review range of current partnerships and amend as necessary. Active involvement in new groupings. 	All	Partnerships

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	Action	Indicator of success	Timescale	Executive responsibility	Key Milestones	Equality strand	Reference to University Plan
	<ul style="list-style-type: none"> Incorporate within the procurement process compliance of suppliers with equality legislation and values 	Impact assessment results from the procurement process	June 2011	Director of Finance	<ul style="list-style-type: none"> Ensure equality and diversity matters are incorporated in procurement process. Impact assess following 12 months in operation. 	All	Partnerships
	<ul style="list-style-type: none"> Ensure that organisations supporting student placements are compliant with equality legislation and values 	Development of placements procedure and feedback from students	June 2011	Executive Pro-Vice-Chancellor	<ul style="list-style-type: none"> Develop additional guidance and support to individuals in student placements. Impact assess following 12 months in operation. 	All	Partnerships

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Appendix One - Specific Equality Strands

As well as 'creating the difference' through our commitment to equality and diversity we will ensure that we meet our obligations under the specific legislation that applies to the separate equality strands listed below:

- Age
- Disability
- Gender
- Race Equality
- Religion/Belief
- Sexual Orientation
- Transgender

This section outlines the duties placed on the University by the legislation for each of these equality strands.

Age Equality

The Employment Equality (Age) Regulations 2006 were introduced to prevent discrimination, harassment or victimisation on the grounds of age. The regulations protect anyone in employment or vocational training regardless of their age. Under this legislation the University has a duty to ensure that both staff and students can work and study in an environment free from discrimination and harassment due to their age.

Disability Equality

The Disability Discrimination Act 2005 defines Staffordshire University as a public authority. This means that we have legal duties to which we must adhere. These are divided into general and specific duties and are explained below.

a) General Duty

When carrying out our functions we need to have due regard to the need to:

- Promote equality of opportunity between disabled persons and other persons
- Eliminate discrimination that is unlawful under the Act
- Eliminate harassment of disabled persons that is related to their disabilities
- Promote positive attitudes towards disabled persons
- Encourage participation by disabled persons in public life
- Take steps to take account of disabled persons' disabilities, even when that involves treating disabled persons more favourably than other persons. (This favourable treatment is currently only permissible under the disability legislation and would be illegal if applied to any other equality group).



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As can be seen, the overarching goal of this duty is to promote equality of opportunity for disabled people. We recognise that we need to be proactive in order to meet and better our duties towards disabled people and this is reflected in our action plan contained within this Scheme.

b) The Social Model of Disability

We also recognise that the DDA 2005 is written in the context of the Social Model of Disability and that our actions are about removing the barriers that disable people in society. To achieve this, we need to build the involvement of disabled people into all of our core functions and we need to evidence this. Furthermore, we recognise that we need to review and develop this involvement as we move our diversity, equality and inclusion agendas forward.

c) Specific Duties

The specific requirements of the DDA 2005 are:

- We publish a Disability Equality Scheme that demonstrates how we intend to fulfil our general and specific duties
- We involve disabled people in the development of the Scheme and state how that involvement has occurred
- We lay out our methods for impact assessment
- We produce an action plan that demonstrates the steps we will take towards fulfilling our duties
- We state our arrangements for gathering information in relation to employment and our delivery of education; we state our arrangements for putting this information to good use.

In addition, we must provide evidence in a report that we have taken the steps we have laid out in our action plan within three years of the publication of the Scheme (unless they prove to be unreasonable or impractical).

Gender Equality

The University commits to meet the requirements of the Equality Act 2006 which amended the Sex Discrimination Act. As a public body we have to meet both the general duty and specific duties.

- a) **The general duty** requires us to promote equality of opportunity between men and women and to eliminate unlawful discrimination and harassment of men and women, including all individuals who are undergoing or who have undergone the Gender Reassignment Process.

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b) The specific duties require us to:

- Prepare and publish a Gender Equality Scheme by 30 April 2007 which will need to demonstrate how the University will meet its duties under the Equality Act 2006.
- Include objectives to address the causes of any gender pay gaps
- Gather and use information on how the public authority's policies and practices affect gender equality in the workforce and in the delivery of services
- Consult stakeholders
- Assess the impact of current policies and practices on gender equality
- Implement the actions set out in the Scheme within 3 years
- Report against the scheme every year and review the scheme at least every three years

Race Equality

The primary purpose of the legislation is to seek to ensure that a wide range of public bodies, including universities and further education colleges, develop a more proactive stance towards the promotion of equal treatment for black and minority ethnic (BME) people. The duties placed upon Staffordshire University mean, therefore, that a stated commitment to equality of opportunity is not sufficient to ensure that we are compliant with the Act.

The Race Relations Act 1976 (as amended by the Race Relations Amendment Act) places a general duty on a wide range of institutions to promote race equality. The first part of the legislation on the general duty came into effect on 2 April 2001 and the second part covering the specific duties in December 2001, with full compliance required by 31 May 2002.

a) The General Duty

The general duty placed on public authorities is to have due regard to the need to:

- eliminate unlawful discrimination
- promote equality of opportunity
- promote good relations between persons of different racial groups

The aim of the general duty is to “mainstream” the elimination of discrimination and promotion of equality of opportunity and good race relations by making these an integral part of the way public functions are carried out. Staffordshire University is therefore required to assess where, and how, race equality is relevant to the way we carry out our various activities, to take action where our policies and procedures are likely to have a discriminatory effect and to promote equality of opportunity.



PART C – Appendices

b) The Specific Duties

The specific duties help to mainstream race equality and support the implementation of the general duty. The specific duties require Staffordshire University to prepare a written statement of our Race Equality Scheme and to have in place arrangements for fulfilling, as soon as reasonably practicable, our duties to:

- assess the impact of our policies, including the Race Equality Scheme, on students and staff from different racial groups
- monitor, by reference to those racial groups, the admission and progress of students, and the recruitment and career progression of staff
- make arrangements for publishing the above including the results of our assessment and monitoring
- publish annually the results of our monitoring.

Religion or Belief Equality

The Employment Equality (Religion and Belief) Regulations 2003 were introduced to prevent discrimination within the workplace on the grounds of religion or belief. The definition of religion or belief under the law has yet to be fully tested but it is anticipated that all major world faiths and beliefs (including the belief that there is no God) would be covered.

Under this legislation the University has a duty to ensure that both staff and students can work and study in an environment free from discrimination and harassment due to their religion or belief.

Sexual Orientation Equality

The Employment Equality (Sex Orientation) Regulations 2003 were introduced to ensure privacy, respect and equality for all people in the workplace, regardless of their sexual orientation. The legislation protects gay, lesbian, bisexual and heterosexual people and covers all aspects of employment and training.

Under this legislation the University has a duty to ensure that both staff and students can work and study in an environment free from discrimination and harassment due to their sexual orientation.

The Civil Partnership Act 2004 created a new legal relationship for same-sex couples entitling them to similar rights and responsibilities as those of married couples including areas such as tax, state and occupational benefits, income related benefits, tax credits, child support and employment benefits.

The Equality Act (Sexual Orientation) Regulations 2007 outlaw discrimination on grounds of sexual orientation in the provision of goods and services.

PART C – Appendices

Transgender Equality

The Gender Reassignment Regulations (2004) protect any man or woman who is considering undertaking, is undertaking or has undertaken gender reassignment.

The University recognises the specific and sensitive issues involved in this area and wholeheartedly supports equality for men and women including anyone who is considering transitioning, is in the process of transitioning or has already transitioned.



PART C – Appendices

Appendix Two – Annual Equality Monitoring

Annual equality monitoring – 1 Sept to 31 Aug - for the strands of:

- age
- disability
- gender
- race
- religion or belief
- sexual orientation

1. Staff

- Profile for University and by department/grade/contract type/contract status/length of service
- Training undertaken
- Promotions
- Disciplinary
- Grievance
- Recruitment (applications/shortlisted/appointed)
- Leaving Reasons
- Length of service
- Maternity returners
- Committee/management meeting membership

2. Students

- Profile for University and by department/subject/home or international/selection method
- Complaints
- Disciplinary
- Recruitment (applications/offers/accepted)
- Progression/achievement
- Work placements
- Retention – leaving reason

PART C – Appendices

Appendix Three – External Consultation

We shared our draft scheme with the following organisations and asked them for comments and suggestions to improve our scheme:

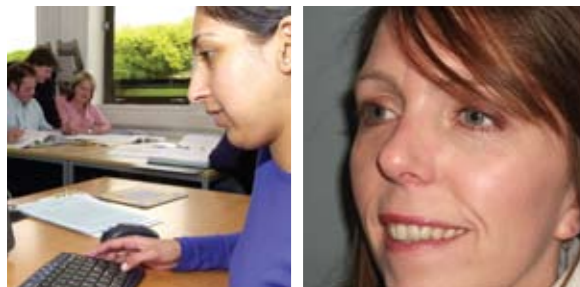
Stafford College
Tamworth & Lichfield College
Stoke on Trent College
Shrewsbury College of Arts & Technology
Burton College
Cannock Chase Technical College
City of Stoke on Trent Sixth Form College
Walford & North Shropshire College
Leek College of FE & School of Art
Newcastle College
Rodbaston College
Staffordshire County Council
Cannock Chase Council
East Staffordshire Council
Lichfield Council
Newcastle Borough Council
Stafford Borough Council

Staffordshire Moorlands Council
South Staffordshire Council
Stoke-on-Trent City Council
Tamworth Council
Shropshire Council
Staffordshire Fire Service
Staffordshire Police
Staffordshire Ambulance
Stafford Hospital
Stafford Hospital Trust
South Staffs PCT
North Staffs NHS Trust
Lifelong Learning Network
Parins - Partnership Approach to Racial Incidents in North Staffordshire
CACH - Chase Against Crimes of Hate
East Staffs Racial Equality Council
Stoke Lesbian, Gay, Bisexual and Transsexual Group
Gender Matters
Stafford Friends of Faith Forum
North Staffs Faith Forum

West Midlands Faith Forum
SACRE - Standing Advisory Council for Religious Education
Staffordshire ASSIST
CASDAS
Lichfield Autistic Society
Mencap
Jigsaw Group
Child and Family Consultant Care
Parent Partnership Service
Arthritis Care
Ankylosing Spondylitis Society
Edit
Age Concern Stone and District
Age Concern Stafford and District
Age Concern South Staffordshire
Age Concern Burton on Trent Disability West Midlands
Hearing Concern
Deaflink
Deafblind
RNID

Sense
Deaf Children's' Society
Hearing Impaired
ME Staffordshire Support
Changes 12 Steps to Mental Health
Burton and District Mind
Mid Staffs Mind
A Plus
Pennybank House Leek
Holbrook House Cheadle
Albert House Drop-in Centre
The American Clubhouse
Mentis Centre
North Staffs Mind
Uttoxeter Mind
RFET – Richmond Fellowship
Burntwood Meeting Centre
Borderland Voices
North Staffs Users Group
South Staffordshire Network for Mental Health
CAMHS Leek

CAMHS Burton
CAMHS Cannock
CAMHS Lichfield
CAMHS Newcastle
Directorate of Health Promotion*
The Chartley Centre*
CAMHS Stafford
CAMHS Tamworth
Community Mental Health
Team – East Staffs,
Burntwood, Moorlands, Newcastle, South
Western Staffs
RNIB
Staffordshire Blind
Diabetes UK



Equality Impact Assessment

Staffordshire University's commitment to equality and diversity means that this policy has been screened in relation to the use of gender-neutral language, jargon-free plain English, recognition of the needs of disabled people, promotion of the positive duty in relation to race, gender and disability and avoidance of stereotypes. This document is available in alternative formats on request.

If you think we can improve the fairness of this policy please contact the individual who has responsibility for its update.

Name of policy: University Equality Scheme

Purpose of policy: The overall purpose of the University's Equality Scheme is to:

- Outline the framework for promoting equality, inclusivity and diversity within the University community to deliver equality of opportunity and access for all.
- Provide a tool for making positive change which directly impacts on our students, staff and partners.
- Enable everyone associated with the University to understand the organisation's commitment to the promotion of equality, inclusivity and diversity.
- Enable all students, staff and visitors to understand their own responsibilities for promoting equality and supporting a diverse and inclusive community.
- Provide a means of monitoring and evaluating our progress to ensure that long-term and sustainable improvements take place.

Approving body: Board of Governors

Responsibility for update: Director of Human Resources

Consultation: Consultation has taken place with all our staff and students as well as our Governors and a range of external organisations listed in Appendix 3 on page 30.

Policy applies to: All staff and students at the University and to external organisations and visitors

Date of approval: November 2009

Proposed date of review: November 2012

Notes

Notes



The University Single Equality Scheme is available in larger print – please contact the Equality and Diversity Manager for further information.

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■ CREATE THE DIFFERENCE

