

# Equality, Diversity and Inclusion

## Annual Report 2015

**EQUALITY** is the springboard to opportunity

**DIVERSITY** is the differentiator in making Surrey a destination of choice for our  
Staff, Students and Visitors

**INCLUSION** is making sure we leave no one behind

### Introduction

*“As Executive Board lead for Equality, Diversity & Inclusion, it has been an exciting time to oversee developments during 2015. The highlight of the year was the launch of the University’s new Equality, Diversity & Inclusion Strategy (2015-17), which brought to life the innovative approaches that the University is using to promote equality, diversity and inclusion in all of its activities by working with local, national and international communities. An important part of delivering the strategy is the series of equality groups that have been created to drive forward key areas within the University. These groups include race, gender, disability, Lesbian, Gay, Bisexual and Trans (LGBT), and faith, and through extensive engagement and representation from the community, provides the engine which will drive forward the overarching strategy. Importantly, each area has a number of Key Performance Indicators (KPIs) that are stretching but also measurable.*

*In order to celebrate and disseminate equality, diversity and inclusion across the University, we have adopted a series of communication streams working in collaboration with Marketing and Communications. This has resulted in a short film outlining the work of the Equality & Diversity team, which has been shown to various staff and student audiences and is available online. Being able to celebrate and communicate what the University is doing in equality, diversity and inclusion is a key strand of promoting the strategy both inside and outside of the University, and allows us to showcase many examples of exciting developments that are occurring. In particular, our success at achieving Athena SWAN bronze awards was reinforced through the four successful awards we received in 2015, and our preparations are well underway for the renewal of our University level bronze award in 2016. Whilst things are going well, we cannot be complacent. It is beholden upon everyone in the University to appreciate that equality, diversity and inclusion is central to all that we do and, therefore, as we move forward, commitment to both the strategy and the ethos is necessary to ensure we are making a positive impact at all levels of the University.”*

**Professor Vincent Emery, Executive Board Lead for Equality, Diversity and Inclusion**

Equality and Diversity drives, protects and develops the values of the University. It is essential to ensuring the University maintains its competitiveness and is able to attract and retain the best students. At the recent **Open Days** the same message came through again and again from prospective students and their parents:

***“It’s great to see that Surrey takes Equality and Diversity so seriously. It is absolutely essential.”***

*Open Day Visitor*



[The University's Equality, Diversity and Inclusion Strategy 2015-17 \(EDI\)](#) and Action Plan was launched in March 2015. Progress is being monitored within each of the 5 strategic themes:

- **Leadership and Governance**
- **Robust and Reliable Data**
- **Understanding and Engagement**
- **Dignity and Respect**
- **Clear and Measurable Action**

The Equality and Diversity Committee oversees the work of the EDI Strategy and there are currently 5 sub-groups which focus on particular areas of equality: 1) Athena SWAN ; 2) Race Equality Group; 3) Disability Working Group; 4) LGBT Equality Group and 5) Faith Forum. Each group has an action plan with objectives and KPIs which feed into the overall EDI action plan.

## **Theme 1: Leadership and Governance**

**To ensure strong and visible leadership from the University's Council and Executive Board ensuring equality and diversity is embedded within the governance framework.**

This year we have begun to monitor the diversity of our Council membership in terms of gender, race and disability. Our current council is made up of 22 members. 68% are male and 32% female. 86% are white and 14% BME.


Council and Executive Board are kept updated on the progress of the EDI Strategy in a number of ways: Executive Board Champions have been identified for each of the equality working groups. Professor Vincent Emery is the EB lead overall for Equality, Diversity and Inclusion. Three members of the Executive Board sit on the Equality and Diversity Committee which is chaired by Deputy Chair of Council Anne Watts.

In order to embed equality and diversity into the University's policy framework and programme development, an Equality Analysis process has been established. All new or reviewed policies are assessed for potential impact on equality and the results published on the policies webpage. Further work will be done in 2016 to more strongly establish an equality analysis process which can be robustly and objectively undertaken, particularly for large scale programmes to ensure that outcomes can be fed back into ongoing University strategy development.

## **Theme 2: Robust and Reliable Data**

**To develop a framework to capture robust and reliable equality data for staff and students across all protected characteristics to monitor progress and areas of under-representation.**

Since January 2011, we have published equality data annually on our website, in line with our Public Sector Equality Duty. This is an ongoing development and we have worked closely with our colleagues in HR Systems, Student Data Management and the Performance Analytics Team to ensure that the equality data we capture continues to help us to identify gaps and push ahead on specific equality initiatives to close those gaps and drive forward equality. In 2016 we will be developing a more comprehensive equality data framework which will identify all data streams, both quantitative and qualitative, that are required to support the Equality, Diversity and Inclusion Strategy. This is a crucial area of work which underpins our understanding of the equality landscape at Surrey. For example, the use of robust and reliable data in our Athena SWAN submissions is



essential to securing a successful outcome. In order to improve staff and student disclosure, sensitivity is required in explaining to staff and students the rationale for collecting equality data where appropriate, balanced with the need for transparency and an honest evaluation of how we are performing, benchmarked against our competitors, in order to positively change the culture.

## Theme 3: Understanding and Engagement

To raise awareness by promoting greater understanding and engagement with equality, diversity and inclusion issues across the University through delivery of effective training and implementation of the Communications Plan.

A number of training and awareness-raising initiatives have been offered throughout this year.

**‘Diversity in the Workplace’** The ability to fully report on completion of the online diversity module by permanently contracted staff was launched in January 2015. In March 2015, 14% of staff had completed the Diversity in the Workplace module and by the end of November 2015 this has increased to 34%. An engagement strategy for further rollout of this module is in development and we are set to reach the 40% completion target for Year 1 (with a 60% completion rate set for Yr2 and 80% for Yr3).

**Unconscious Bias** Training workshops commenced in November 2014 with a total of 119 participants spread across Grades 2-6 (48% Academic Staff and 52% Professional Services). Positive feedback has been received from staff who said it helped them to explore their unconscious bias and its potential impact on their behaviours and decisions at work.

*‘I will look at current processes in regard to bias to see if improvements can be made to make my decisions fair.’*

Faculty Administrator

*‘The workshop was brilliant and very informative.’*

Departmental Athena SWAN Lead

**Springboard** is an award-winning, internationally recognised women’s personal development programme which aims to enable women to develop both personally and professionally by learning and thinking deeply about their skills, their values and their world, as well as learning how to network, be more assertive, build a positive personal image and set goals.

Since the launch of the programme in 2013, 90 women from across the University have taken part in the programme. The last two cohorts have run as an ‘open’ programme, encouraging participants from all levels and job families to apply – giving participants a unique chance to work and network with a range of colleagues from across the University community. This has proven highly successful and has been popular with delegates. They said:

*‘It has given me more confidence in what I have to offer both personally and professionally.’*

Early Career Researcher

*‘The course has been incredibly beneficial for me. It has given me support and focus during a time when I encountered a lot of change in my personal and professional life. It has also given me ideas and inspiration to go forward in the most fulfilling way. I found it really empowering and really inspiring.’*

Faculty Manager

The **Aurora** Programme, a 'women only leadership development initiative', run by the Leadership Foundation has run successfully with 17 participants so far. The purpose of the programme is to encourage a wider range of women in academic and professional roles to think of themselves as leaders and to develop leadership skills.



The Equality and Diversity Team have led a number of bespoke awareness raising sessions with teams throughout the University as part of the implementation of the EDI Strategy. These have been well-received and promoted healthy discussion and debate. Other training courses relevant to the Equality, Diversity and Inclusion agenda are being offered by The Centre for Wellbeing and The Department for Higher Education including new courses: 'Mental Health Awareness for Managers' and 'Teaching Linguistically and Culturally Diverse Classes'.

Each of our working groups have provided an important forum for engagement, consultation and involvement with staff and students on issues of equality. Membership of the groups has grown over the year with diverse representation from both Academic and Professional Services. We have further strengthened our relationship with the Students Union through working in close partnership on a range of activities with the Vice Presidents for Community, Society and Voice.

There has been increased visibility of Equality, Diversity and Inclusion throughout campus with a number of events taking place throughout 2015. We ran a programme of events this year, including a celebration of LGBT History Month in February, International Women's Day in March, IDAHOT (International Day Against Homophobia and Transphobia) in May, Black History Month and Mental Health Awareness Week in October. The Equality & Diversity team attended the University Open Days and spoke with hundreds of prospective students and their families, receiving very positive feedback and engaging in useful conversations about the support Surrey can offer to its diverse community of students.

We have also engaged with the staff and student community through the LGBT Campus Climate Survey which highlighted some important recommendations which are being addressed and the Faith Climate Survey which is currently underway with report of findings due in March 2016.

We have consulted staff and students too on issues of campus accessibility through a series of Online Disability Forums, Campus Tours and liaison with the Students Union to explore the potential for working in partnership with Disabled Go, to assess campus accessibility and provide information for users to more easily navigate campus according to their individual access needs.

Going forward we will be focussing on redeveloping the Equality and Diversity website in 2016 to showcase the work of the E&D team and the many positive initiatives that are impacting equality at Surrey.

## **Theme 4: Dignity and Respect**

**To ensure an inclusive learning and working environment free from discrimination, harassment or victimisation**

The Dignity at Work and Study Policy was launched in late 2013, and comprehensively outlines the University's commitment to ensuring the dignity of all staff, students, visitors and members of the University community in their work and interactions with



others. In 2015 the 'Promoting Values' working group, led by Professor Vincent Emery, was set up by the Equality and Diversity Committee to address a range of issues relating to the way University staff offer extra-curricular services to students (for example private tuition) and the modes in which it articulates staff expectations with regards to behaviour.

A series of recommendations were developed which the working group felt would positively enhance the integrity of the University. In addition, a key area of interest emerging particularly from the recent UUK Consultation is Harassment and Bullying on campus and ensuring we have the correct mechanisms in place to manage any incidents that arise as well as ensuring a cross-campus culture of zero tolerance for harassment and bullying. An additional task and finish group is being established to focus on these issues in January 2016.

## Theme 5: Clear and Measurable Action

**To implement decisive action to address inequalities and bring about sustained improvement in equality performance.**

### Athena SWAN (Gender Equality)

The Athena SWAN Self-Assessment Team have been meeting monthly as they make progress towards the Athena SWAN Bronze University Award renewal, with a deadline of April 2016. Mary Hensher, the Head of IT Services, has replaced Susanna Hourani as Chair. The University Submission Action Plan has driven the actions and is progressing well. The preparation of the submission will be a team effort and we are confident of achieving a strong bid for renewal.

Bronze Departmental Awards currently held:

- Centre for Environmental Strategy (awarded April 2015)
- Electronic Engineering (April 2015)
- School of Health Sciences (April 2015)
- School of Bioscience and Medicine (April 2015)



Bronze Departmental Awards applied for:

- Civil and Environmental Engineering (applied December 2015)
- Mechanical Engineering Science (December 2015)
- Psychology (December 2015)

Bronze Departmental Award applications in the future:

- Chemistry (applying in April 2016)
- Computer Science (April 2016)
- Maths (April 2016)
- Economics (November 2016)
- Surrey Business School (November 2016)

Discussions are taking place between the Equality and Diversity Team and other departments across the University, with a view to more submissions being made in the future.

The School of Health Sciences are going to apply for a Silver Award in November 2016 and the School of Biosciences and Medicine are also keen to apply for Silver.

It is important to understand that some funding agencies such as the National Institute for Health Research (NIHR) have indicated that future funding will only be available to institutions and departments holding a Silver Athena SWAN award – such requirements contribute to the need for the University to ensure it is fully committed to the Athena SWAN Charter.

Other areas of work captured within the Athena SWAN initiative include issues identified in the REF 2014 equality impact assessment and the University's equal pay audit 2015.

The University hosted a very successful event for **International Women's Day 2015**.

The event was entitled 'The Meaning of Success'. It was compered by the Executive Dean of FHMS, Professor Lisa Roberts, and consisted of a panel discussion of four highly inspiring women.

**From left to right:** Lynne Owens, Chief Constable of Surrey Police; Dame Penelope Keith DBE, Actress and Pro-Chancellor University of Surrey; Professor Lisa Roberts, Executive Dean of FHMS; Rachel Anne Hobbs, Team GB Power Lifter, Personal Trainer and Dietician; and Nicola Dandridge, Chief Executive of Universities UK.



## Race Equality Group

The Race Equality Group has been assessing data relating to progression and attainment gaps for BME students and working with faculties, departments, the Students Union and the Widening Participation and Outreach Team to gain a better understanding of the story behind the data. The progression gap between white and BME students has closed from 12% to 6% with further improvement required. Our attainment gap between white and BME students still stands at 15% which is in line with the sector norm but a figure which must be properly understood and interventions put in place to close this gap. In order to have an appropriate framework to ensure progress in this area, it has been decided to press ahead with an application for the Equality Challenge Unit's (ECU) Race Equality Charter Mark (RECM) which commences in May 2016 with an official launch on the 20th January 2016. David Ashton will be leading on this project at EB level. As with the Athena SWAN Charter, we will start with working towards a University level bronze award which will look at our policies and staff and student data, to assess gaps and establish an action plan to progress race equality at Surrey. A number of Universities have been involved in the RECM pilot scheme with 8 out of 21 being successful in achieving the Charter Mark. One of the participating Universities gave the following feedback:

*'Participating in the Race Equality Charter was by no means a simple or comfortable process. Our University had to take an honest, critical and far-reaching review of the barriers that persist in our institution, as they do across the sector. The Charter provides us with an important framework and I'm glad that this University is braving this complex and difficult agenda.'*

Russell Group University, Executive Board member

**Black History Month** was celebrated in October 2015 with a number of student union led events. As part of Healthy Universities Week and the University's Black History Month celebrations, a significant amount of work went into organising an event in collaboration with the Centre for Wellbeing, the Students Union and the Marketing Department. 'Being Frank' - an evening of talking therapy with former world heavyweight boxing champion, Frank Bruno, was to go ahead on Thursday 29th October but unfortunately the event had to be cancelled due to circumstances outside of our control. Plans are underway to schedule another of these events in 2016. This event is inspired by a special interest project called 'Black Men on the Couch', founded by Rotimi Akinsete (Director of Wellbeing), which focuses on psychotherapy and the identity politics of African and Caribbean men and boys through open sessions with black male personalities. Previous sessions have been held with Writer and Poet Benjamin Zephaniah, Labour Politician David Lammy, and Author and Broadcaster Lemn Sissay, and aim to encourage people, young black males in particular, to seek therapy and consider Psychotherapy as a career.

## Disability Working Group

The Disability Working Group has continued to make progress this year led by Peter Brinkley, Head of Security. Excellent progress has been made in ensuring disabled representation throughout the design and build phase of major estates projects. This has resulted in changes being made to architects plans to ensure good accessibility from the outset and to reduce costly changes being required retrospectively. The Disability Working Group has been involved in the following projects this year: 5G building, the School of Veterinary Medicine, Manor Park Block G, new STEM building and the Teaching Block Refurbishment. Also on the horizon is a major refurbishment of the Students Union Buildings and the group is already being consulted as these proposals develop. Work is ongoing to ensure that we go beyond the requirements of the building regulations for accessibility and encourage universal/inclusive design principles as part of the tendering process for all major estates projects to ensure a first class experience for all users of our buildings and services. Regular campus accessibility tours have continued to take place to ensure that any particular issues are picked up and resolved.



The staff disability disclosure rate has steadily increased over the year to 2.2% from 1.3% in 2014. The student disclosure rate is currently 6%. Work continues to encourage an environment where people feel safe to disclose any disabilities or long term health needs, and able to request reasonable adjustments required to support them in their work and study. A task and finish group has been set up to review and update the University's Disability Policy to ensure it is current and relevant for staff, students and visitors. As part of this work, disability awareness raising campaigns and provision of training and advice is also being assessed.

Throughout 2015, the University has continued to work in partnership with **Employment Works** and EmployAbility, Surrey Choices delivering a scheme which gives young people with disabilities a chance to gain vital work experience at the University. In July we celebrated the success of this year's programme with a lunchtime awards ceremony recognising the achievements of nine individuals, including students from Freemantles School, Gosden House School, and independent young people living in the area, who all undertook work



placements with us. Over the last five years, the Equality and Diversity Team has worked with EmployAbility to provide 51 young people with the opportunity to develop their vocational skills and gain hands on experience in the workplace. 19 of those who have taken part have now secured paid work, 4 are in long term Voluntary work, 14 are in further work placements, and 12 are currently at College or will be going to College this year. Placements have taken place in Transaction Support, Human Resources, Catering (including Hillside, Wates House, Starbucks, Lakeside Restaurant and Lakeside Coffee Shop), the Library, Central Distribution, Housekeeping and Porters, Accommodation, Surrey Design & Print and Appleseed, and the Surrey Shop.

*'We would like to thank the University and its staff for their continued support of the Employment Works scheme and ensuring that students get the most out of their work placements. This has helped them to learn vital new skills for their future employment and demonstrates the University's commitment to the disability agenda, not only at Surrey, but across the wider community.'*

Angie Cogbill, Employment Development Officer at EmployAbility

With the new Academic Year now in full swing, Employment Works has started its 6th year and students from Freemantles School have completed their interviews with the Department Managers to start their Supported Internships on 6th January 2016.

## LGBT Equality Group

An extensive programme of LGBT themed events was organised for LGBT History Month 2015. This included social events and talks which were supported by posters, programmes and a book display at the Appleseed Bookshop. Professor Peter Hegarty gave a talk on the life and work of Alan Turing as part of this programme. Planning for events for LGBT History Month 2016 is well underway. The theme for 2016 is Religion, Belief and Philosophy. This will be another good opportunity to raise the profile of the LGBT Equality Group. The University flew the Rainbow Flag on the 18th May 2015 to celebrate the International Day against Homophobia and Transphobia (IDAHOT).



The LGBT Climate Study report was finalised and distributed. It was well received and much of what the Climate Survey revealed has been incorporated into the EDI Strategy and Action Plan. The group has welcomed a number of new members as part of its aim to increase the diversity and effectiveness of the group as it continues to make progress against objectives within the LGBT Action Plan. Research into Inclusive Language Policies has been carried out, with a view to suggesting changes to the University's Style Guide. This will be developed in conjunction with the Marketing Department.



## Faith Forum

The University Faith Forum has become firmly established and meets three times per year. It is an essential part of consultation with key stakeholders including all chaplains representing different faiths, staff and student representatives, Security and the Students Union. Andrew Bishop (University Chaplain) in collaboration with the Faith Forum, is developing a paper entitled 'Remodelling Chaplaincy 2015-2020' – the Faith Forum is a key vehicle to ensuring that the University dialogue is fostered and understanding of inter-faith issues is enhanced.



Recent discussions have focussed on the general issue of security in relation to faith issues and reporting of incidents. Mechanisms are being put in place to deal with students who report individual concerns to wardens, faculty or security and to continually reassure students that they are safe and have a sense of belonging. The forum is working closely with the Security team. PC Michael Knight (Surrey Police) has recently been recruited as Higher Education Liaison Officer and is keen to communicate with and engage the faith communities early on, and to raise the profile of the police as a safe and trusted avenue to raise faith-related concerns.

A Faith Climate Survey is currently being undertaken across campus to gain insight into staff and student experiences and opinions about how they feel they can express religious or non-religious belief on campus. The survey will run until the end of this year (December 2015). So far 100 useable survey responses have been submitted and around 20 interviews have taken place. At least 300 survey responses are expected in total. Further in depth interviews will take place between January and mid-February. Data analysis will commence from mid-February with a report expected at Equality and Diversity Committee in March 2016.

The Faith Forum links with the Prevent Working Group and they are considering ways to inform staff of the implications of the Prevent Strategy, part of the Counter Terrorism Strategy. One proposal is to develop a training day for staff on the implications of the Prevent Strategy. This will take place in the New Year. A Marketing and Communications Strategy will also be created to raise the profile of Chaplaincy Services and matters relating to faith and belief on campus.

## Conclusion

In conclusion, it has been a very successful year for Equality and Diversity and we will continue to drive forward the equality agenda in 2015/16 to ensure that equality and diversity are embedded in everything we do here at Surrey. By recognising and celebrating the positive value of a rich and diverse staff and student community which values and respects the contribution of each individual, we can ensure that the University can meet its ambitious strategic aim of being a leading international University with a reputation for excellence and quality.

## SUMMARY - Highlights of 2015

- Launch of the University's new Equality, Diversity & Inclusion Strategy (2015-17) in March 2015
- Launch of E&D Short Film in July 2015
- Four successful Athena SWAN Departmental Bronze Awards received in April 2015.
- Three further applications for Departmental Bronze Awards submitted in Dec 2015.
- Preparations well underway for the renewal of University Level Bronze Award in 2016.
- Establishment of 'Promoting Values' working group, led by Professor Vincent Emery, addressed a range of issues relating to Harassment and Bullying and made a series of recommendations.
- Progression gap between white and BME students closed from 12% to 6%
- The staff disability disclosure rate steadily increased over the year to 2.2% from 1.3% in 2014.
- The total number of young people with learning disabilities supported through our partnership with EmployAbility via the 'Employment Works' work experience programme reached 51.
- Executive Board Leads appointed for Equality: Vince Emery (E&D Overall), Lisa Roberts (Gender), David Allen (LGBT), David Ashton (Race), Paul Stephenson (Disability).

### Successful programme of Training and Development:

- 34% of staff completed Online Diversity Module (60% target set for Yr2 and 80% for Yr3).
- 119 staff participated in monthly Unconscious Bias workshops
- 90 women completed Springboard Development Programme
- 17 women participated in Aurora , a women's Leadership Development Programme
- New courses introduced: 'Mental Health Awareness for Managers' and 'Teaching Linguistically and Culturally Diverse Classes'.

### Successful programme of events and activities to raise profile of Equality, Diversity and Inclusion:

- LGBT History Month in February
- IDAHOT (International Day Against Homophobia and Transphobia) in May
- International Women's Day in March
- Black History Month in October
- Mental Health Awareness Week in October
- Online Disability Forums
- LGBT Campus Climate Survey
- Faith Campus Climate Survey
- Accessibility Campus Tours
- Successful Equality and Diversity Stand at Open Days in September and October

## Looking ahead to 2016

- Athena SWAN University Bronze Award renewal and Departmental Award applications for 2016 to include Chemistry, Computer Science, Maths, Economics and Surrey Business School.
- School of Health Sciences to apply for a Athena SWAN Silver Award in November 2016 and School of Biosciences and Medicine also keen to apply for Silver.
- University to commence application for the Equality Challenge Unit's (ECU) Race Equality Charter Mark (RECM) in May 2016. David Ashton will be leading on this project at EB level.
- 2016 schedule of Working Group activities and events including LGBT History Month, International Women's Day, Black History Month, Disability Awareness and Inter Faith Week
- Harassment and Bullying Working Group to be established
- Launch of Equality and Diversity e-newsletter and re launch of E&D website.
- Increased rollout of E&D training programme