



AGENDA for the Thursday 02 July 2020 meeting

The next meeting of the Equality & Diversity Committee will be held on 02 July 2020 from 10.30-12.30 via Skype conference call

10:30	Part A: Preliminary Items	Paper	Led by
	A1 Apologies	Verbal	Chair
	A2* Terms of reference and membership	EDC-2019-014a-b	Chair/Secretary
	A3 Declarations of interest	Verbal	Chair
	A4 Minutes of the last meeting (5 March 20)	EDC-2019-015	Chair
	A5 Actions and Matters arising	EDC-2019-016	Chair
10:45	Part B: Reports from Officers	Paper	Led by
	B1 Equality & Diversity Update	EDC-2019-017	C Downing
	B2 Equality Forum Chairs' reports	EDC-2019-018	Forum Chairs
11:30	Part C: Major Topics	Paper	Led by
	C1 Gender Pay Gap action plan	EDC-2019-019	C Downing
	C2 Athena SWAN SAT update	Verbal	C Downing
	C3 Racial harassment scheme update	Verbal	J Daley
12:20	Part D: Other Business	Paper	Led by
	D1 Other Urgent Business	Verbal	

Date of next meeting: 8 October 2020, 10:00-12:00, via conference call

Shaded items indicate that the Board / Committee is being asked to make a decision.

**Starred items will be taken without discussion unless a member notifies the Chair or Secretary in advance that she or he wishes the item to be open for debate*



Terms of Reference

Approval Route

03 November 2010 *Corporate Management Team*

14 March 2017 *University Executive Team (approval of new membership profile)*

31 May 2017 *Equality & Diversity Committee (minor amendment to clarify Forum Representatives)*

Purpose

The purpose of the Committee is:

- a) To consider the equality and diversity aspects of our University's culture and environment for work and study;
- b) To act as a forum for the engagement of staff and students in issues relating to equality and diversity;
- c) To advise on the development of policies, procedures and practices directly relating to equality and diversity, and those that indirectly affect equality and diversity issues;
- d) To monitor statistics and data that evidence our compliance with its regulatory duties as a public sector organisation, and help identify and develop areas of good practice;
- e) To promote greater awareness of equality and diversity policies to ensure continuous improvement in our performance.

Membership & Advisers to the Committee

The Committee shall consist of members representing Schools and Services, their staff and students of the University:

- a) The Committee will be chaired by the Deputy Vice Chancellor.
- b) School/Service representatives
Each School/Service shall nominate a representative.
- c) Staff representatives
Each trade union shall nominate a representative.
- d) Forum Representatives
A minimum of three representatives from the Staff/Student Fora.

- e) Students' Union representatives
The Students' Union shall nominate two representatives.

- f) Co-opted members
The Committee shall have powers to co-opt at any time suitable persons for specialist or specific advice.

- g) Advisers to the Committee
Advice, support and guidance will be provided to the Committee by the University's Equality and Diversity support team.

- h) Substitutions
Any vacancy on this Committee arising from illness, holiday or resignation, etc., shall be filled by nomination by the Chair.

Equality & Diversity Committee: 2019/20

Membership [42]

Quorum [21]

Position

Deputy Vice Chancellor - Resources (Chair) [1]

Service Representatives [14]

Campus & Residential Services
Centre for Learning & Teaching
Distance Learning
Estates
External Relations
Financial Services
Human Resources
IT Services
University Recruitment
Libraries & Learning Innovation
Registry
Research and Enterprise
Student Services
Sport & Active Lifestyles

School Representatives [11]

School of Arts

School of Built Environment, Engineering and Computing
School of Cultural Studies and Humanities
Carnegie School of Education
School of Events, Tourism and Hospitality Management
Carnegie School of Sport
Leeds Business School
Leeds Law School
School of Clinical and Applied Sciences
School of Health and Community Studies
School of Social Sciences

Equality Forum Chairs [6]

Race Forum Co-Chair
Disability Action Group Co-Chair
Disability Action Group Co-Chair
Rainbow Rose Group Chair
Faith & Belief Forum Chair
Gender Forum Chair

Staff Representatives [2]

UCU
UNISON

Students' Union Representatives [2]

Vice President Equality and Diversity
Student Voice Manager

Co-opted members [3]

Director of Human Resources
Director of Student Services
Deputy Vice Chancellor Academic

Advisers to the Committee [2]

Equality and Diversity Manager
Equality and Diversity Adviser

In attendance

Secretary [1]

Members

Tracey Lancaster

Kate Davis
Professor Sue Smith
Kerry Chung
Andy Allison
Dee Reid
Sarah Coll
Emma Curson
Tatiana Hepplewhite
Joe Rossiter
Claire Williams
Barbara Colledge
Dr Tina Conkar
Jan Daley - **stepping down after Dec 20**
Sally Griffiths

*Justin Burns/Annabelle Pangborn /Gillian
Dyson-Moss*

Alison Munn
Robert Burroughs
Professor Damien Page
Bernadette Albert
Leanne Norman
Gareth Robertshaw
Dr Jessica Guth
Duncan Webb
Lorraine Agu
Bridgette Rickett

Maria Maynard
Tom Muskett
Kate Cunningham
Ian Lamond
Melvyn Kelly/Rehana Bakhat
Bronwen Edwards/Tara Hill

Anthony Drummond/Jennifer Dods*
Karen Carney

Kay Rhoden-Campbell
Mike Austin

Heather Paver
Priscilla Preston
Professor Phil Cardew

Craig Downing
TBC

Angela Schumann

* To alternate at each meeting



MINUTES of the 5 March 2020 meeting

Present:

Tracey Lancaster (Chair)
Lorraine Agu
Ahmed Ali
Rehana Bakhat
Mobina Begum
Karen Carney
Kerry Chung
Sarah Coll

Barbara Colledge
Dr Tina Conkar
Jennifer Dods
Craig Downing
Bronwen Edwards
Jessica Guth
Tatiana Hepplewhite
Priscilla Preston

Gareth Robertshaw
Joe Rossiter
Christine Simpson
Professor Sue Smith
Claire Williams

In attendance:

Tracy Commons
Denise Dixon-Smith

Angela
Schumann (Secretary)

Apologies:

Bernadette Albert
Caroline Bligh
Professor Phil Cardew
Kate Cunningham
Jan Daley
Anthony Drummond

Sally Griffiths
Tara Hill
Melvyn Kelly
Ian Lamond
Alison Munn
Leanne Norman

Professor Damien Page
Annabelle Pangborn
Dee Reid
Duncan Webb

Part A: Preliminary Items

Terms of reference and membership

013.2019.EDC The Committee received a report from the Secretary that set out the current terms of reference and membership (paper reference EDC-2019-007a-c).

014.2019.EDC Committee members discussed how School and Service representatives could ensure that equality and diversity matters discussed at the committee formed part of local discussions and actions were taken at local level.

ACTION: CD to prepare a short report on 'Best Practice' following meetings with each School and Service to share at the July committee meeting

Declaration of interest

015.2019.EDC No declarations of interest were made.

Minutes

016.2019.EDC The Committee **AGREED** that the minutes of its meeting held on 4 October 2019 were an accurate record (paper reference EDC-2019-008).

Matters arising

017.2019.EDC The Secretary presented a report on the matters arising since the last meeting of the Committee held on 4 October 2019 (paper reference EDC-2019-009). It was **AGREED** that:

- (a) The Schedule of Business 2019/20 would be updated throughout the committee cycle and reviewed at the end of the current academic year.
- (b) Committee membership:
 - Kate Davis would be the new representative for Campus and Residential Services
 - A new Race Forum Co-Chair would be sought. MB would continue as the Chair.
 - Calls for expressions of interest for a new Chair and Co-Chair of the Disability Action Group had gone out. CS would inform the Secretary once a new Chair had been found.
 - The E&D Advisor would continue to be a member of the Committee – pending recruitment to the role.
- (c) Committee title: Members briefly discussed this. A decision would be made at the next meeting.

ACTION: CD would provide definitions for 'Equality' and 'Inclusivity' and additional information/rationale for the proposed change to Equality and Inclusivity Committee at the July meeting for members to make a decision.

Part B: Major Topics

Annual Gender Pay Report

018.2019.EDC The Committee received a report from the Equality and Inclusion Manager that provided a short summary of the initial findings of the Gender Pay Gap 2019 analysis (paper reference EDC-2019-015 - tabled).

019.2019.EDC It was **reported** that:

- (a) The final report would include data and information in addition to the legal requirements to inform a University action plan. Internal communications to all staff about the reported findings and the actions to be taken would follow submission of the official report.
- (b) A separate action plan was being developed and would be published internally. Some of the suggested actions included:
 - Blind shortlisting
 - Including positive action statements in recruitment adverts
 - Ensuring greater diversity of recruitment panels
 - More detailed analysis of recruitment data, including exit questionnaires and interview feedback
 - Re-launch of internal support networks, e.g. carers network

020.2019.EDC It was **AGREED** that the data provided in the summary would also be needed at School and Service level to inform action at local level.

It was also suggested to publish (internally) a similar analysis for Disability and Ethnicity data.

ACTION: CD to circulate the draft action plan to committee members for information and feedback

Update on Access and Participation Plan

021.2019.EDC The Committee received a presentation on the work in progress to develop theories of change for each stage (Access, Success, Attainment, Progress) of the student life cycle covered by the APP 2020-25 (paper reference EDC-2019-010a-b). These would inform the actions taken to meet the University's APP targets over the next 5 to 10 years.

022.2019.EDC It was **noted** that the OfS required universities to show progress towards meeting the identified targets over the next 5 years and to close the identified gaps completely by 2030.

The Chair stressed that progress would be monitored at the Access and Participation Scrutiny Committee, but the implementation of the agreed actions to ensure the University would meet its targets had to happen primarily at School and Service level.

The full APP with the targets committed to could be accessed on the University's website at <https://www.leedsbeckett.ac.uk/public-information/access-and-participation-plans/>

Contextual Admissions

Secretary's note: Minutes 023-025.2019.EDC are confidential subject to S43 (commercial interest) of the Freedom of Information Act 2000.

'You belong here, racism doesn't' campaign update

026.2019.EDC The Director of Student Services provided an update on the anti-racism campaign. It was **reported** that the campaign had been developed together by colleagues from the HR Team, Student Services and the Students' Union with input from academic and research staff. The format would be similar to the Zero Tolerance campaign. A soft launch of the new campaign was planned around Easter and a hard launch for September at start of the new academic year. The aim was to get insight into the kinds of issues raised by both students and staff to then inform policy and process improvements. AA noted positive feedback had been received. **ACTION: Student Services would provide an update on the 'outcomes' of the Zero Tolerance campaign and an update on the soft launch of the 'You belong here' campaign at the July committee meeting**

027.2019.EDC It was **noted** that the current process dealt with issues/complaints raised by members of staff on an individual basis and did not include systematic recording and review of the data across the University. Committee members also fed back that the current process, once staff raised an issue around racial harassment, felt very formal and in some cases, staff might just want to receive some informal support. **ACTION: EC to feedback the comments raised by committee members about racial harassment reporting by staff and discuss within the HR Team how processes can be improved and 'clusters' of issues reported**

Inclusive Practice

028.2019.EDC SS provided the Committee with a verbal update on the activities around inclusive practice which CLT were focusing on this year.

It was **reported** that two DEAP forums on the topic of inclusive practice had taken place.

CLT, in conjunction with academic staff, had developed a course design tool for Course Directors to review inclusive practice for each course. The expectation was that during the first year Course Directors would use the tool to undertake a 'gap analysis' and devise an action plan to address any gaps in attainment/outcomes for different groups of students (under-represented groups of students include: BAME students, international students, students with mental health needs, students with a disability, students who are the first in their household to study at HE level, students from socio-economically disadvantaged areas, commuter students, carers, and students estranged from their family). The action plan and regular progress reports would be shared with each Dean. Schools had to evidence progress against the actions identified as part of the validation/re-validation process.

ACTION: MB and SS would discuss further how groups of students who would benefit from additional support could be identified and relevant action be taken without stereotyping students

Part C: Reports from Officers

Equality and Diversity Update

029.2019.EDC The Committee received an update report from the Equality and Inclusion Manager on the various activities and actions related to the University's Equality and Diversity agenda (paper reference EDC-2019-011).

ACTION: ED would circulate a list of staff who are part of the Athena Swan Self-Assessment Team (SAT) to indicate which areas were currently not represented.

Equality Forum Chairs' reports

030.2019.EDC The Committee received update reports from the chairs of the Faith and Belief Forum, the Disability Action Group and the Rainbow Rose Group (paper reference EDC-2019-012).

031.2019.EDC It was **noted** that CS would stand down as chair and TH would stand down as Co-Chair of the Disability Action Group. The chair of the Committee thanked CS for her commitment during seven years as chair of the Disability Action Group.

032.2019.EDC The chair of the Gender Equality Forum **reported** that three events were planned across the University to mark International Women's Day. In addition, the forum planned a postcard campaign about women in academia and a book swap for students.

ACTION: BE to circulate details of the planned Gender Equality forum activities to committee members and TC for inclusion in forthcoming staff updates.

033.2019.EDC The chair of the Race Forum **reported** that the current Co-Chair, TF, had to step down and a new Co-Chair would be sought. MB raised concerns that administrative support for the forums was no longer provided through the HR Team. Staff members wanting to be involved in the forums were not able to dedicate extra time to the activity (e.g. administrative tasks), due to workload.

MB also **reported** that the forum was working on preparations for the next Annual Race Lecture, but support from across the University was needed to continue to make this a successful event. TC confirmed that the Events Team would continue to offer support with the promotion of the ARL.

ACTION: CD and MB would meet to discuss support from HR with the ARL event organisation

Part D: Other Business

Schedule of business for 2019/20

034.2019.EDC The Committee received a draft schedule of business for 2019/20 (paper reference EDC-2019-013). The schedule would be reviewed and amended as required throughout the committee meeting cycle.

Other business

035.2019.EDC The Chair of the Committee requested three actions:
ACTION: AS to issue a call for agenda items to all Committee members prior to each meeting
ACTION: AS to ensure the Forum Chair reports and E&D Update are moved above major topics on the agenda
ACTION: TL/AS to review Committee meeting dates and decide whether additional meetings needed to be scheduled

Date of next meeting

036.2019.EDC The next meeting of the Equality & Diversity Committee would be held at 10:30 on 2 July 2020 in G05 Old Broadcasting House, City Campus.

Confirmed by the Committee/Board as a correct record and signed by the Chair:

Signed: _____ Date: _____



Actions from 5 March 2020 meeting

Minute	Action	Owner	Status/Deadline
014.2019.EDC	Prepare a short report on 'Best Practice' for E&D at local level following meetings with each School and Service	Craig Downing	for July meeting
017.2019.EDC	Provide definitions for 'Equality' and 'Inclusivity' and additional information/rationale for the proposed change to Equality and Inclusivity Committee	Craig Downing	for July meeting
020.2019.EDC	Circulate draft gender pay report action plan to committee members for information and feedback	Craig Downing	
025.2019.EDC	Provide further information of how the contextual admissions acceptance numbers compared to the general University population	Denise Dixon-Smith	
026.2019.EDC	Provide an update on the 'outcomes' of the Zero Tolerance campaign and an update on the soft launch of the 'You Belong Here' campaign	Student Services – Jan Daley	for July meeting
027.2019.EDC	Feedback the comments raised by committee members about racial harassment reporting by staff and discuss within the HR Team how processes can be improved and 'clusters' of issues reported	Emma Curson	in progress
028.2019.EDC	Discuss further how groups of students who would benefit from additional support could be identified and relevant action taken without stereotyping students – in relation to the inclusive practice actions	Sue Smith and Mobina Begum	
029.2019.EDC	Circulate a list of staff who are part of the Athena Swan Self-Assessment Team (SAT) and indicate which areas were currently not represented	Craig Downing	
032.2019.EDC	Circulate details of the planned Gender Equality forum activities to committee members and TC for inclusion in forthcoming staff updates	Bronwen Edwards	
033.2019.EDC	Meet to discuss support from HR with the ARL event organisation	Mobina Begum/Craig Downing	
035.2019.EDCa	Issue call for agenda items to all committee members prior to each meeting	Secretary	ongoing
035.2019.EDCb	Ensure Forum Chair reports and E&D updates are moved above major topics on the agenda	Secretary	completed



**LEEDS
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UNIVERSITY**

EQUALITY & DIVERSITY COMMITTEE

05 March 2020

035.2019.ECDc	Review Committee meeting dates and decide whether additional meetings needed to be scheduled	Chair/Secretary	
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Equality and Diversity Update - July 2020

Executive Summary

This is the third progress update on the LBU's Equality, Diversity and Inclusion activities since March 2020, following on from my initial observations as the Equality and Inclusion Manager. The activities include progressing actions identified in October 2019 and revising (in response to the current global pandemic) the longer-term proposals and focuses that support the University's overall E&I provisions. This update also includes an indication as to the current status and renewal of Advance HE Charters & Stonewall Equality Workplace index.

Action Requested

This update is for information. The Committee is also asked to share the information with their teams/stakeholders.

Appendices

Appendix 1. Athena SWAN SAT Members

Appendix 2 - Athena SWAN Independent Steering Group Review and recommendations

Appendix 3 - Athena SWAN approved Independent Steering Group recommendations

Author

Craig Downing,

Equality and Inclusion Manager

June 2020

Approval Route

June 2020

Emma Curson, Head of Employee Relations

Equality & Inclusion Update March 2020

Introduction

As a result of the current global pandemic, Equality, Diversity and Inclusion (EDI) matters have again received global attention and, as a result, we should all remain mindful of the impact that Covid-19 is reported to have in relation to such matters. The need to prioritise EDI on agendas for action is now more apparent, to ensure that LBU can build on our commitment within the EDI Framework - to be a Community of Great People and to provide an excellent education and experience for all of our students, and the best possible place to work for our colleagues.

We also recognise that diverse and inclusive organisations tend to be more successful and innovative.

Equality, diversity and inclusion are integral to our culture and at the core of how we work with all members of our community. The EDI Framework draws together our equality, diversity and inclusion vision, principles and objectives and how those are embedded within our policies, frameworks and the activity of University life.

1. The reference topics relating to the deliverables identified at the October 2019 E&I Committee continue to be relevant:

- *Charters*
- *Developing our Community*
- *Reviewing Learning & Development*
- *People Management Practices*
- *Communication and Visibility*
- *Networks and Insights*

A progress update on each of these topics is provided in paragraphs 4 – 8 below.

2. Action point reference: 033.2019.EDC – Annual Race Lecture

Discussions have begun regarding the Annual Race Lecture and the ownership of this within LBU. The Lecture is an annual university calendar event, although it has been organised previously by the Race Equality Forum with budgetary sign off via the E&D Team/Manager. The responsibility for the organising of this event is currently under review. A further update on this will be provided in due course.

3. Action point reference 017.2019.EDC – Definitions
Update to be provided on or before 6th July.

Activity on deliverables

4. Charters –

Athena Swan –

- Independent Steering Group review of Athena SWAN process and practices completed and recommendations approved. See **Appendix 2 & 3**

- Advance HE has granted a further extension for submission to **November 2021**, following the review recommendations approval and Covid-19 situation
- A new Athena SWAN Lead appointed - Cathy Barnes (Director of Research & Enterprise)
- A new Athena SWAN Self-Assessment Team (SAT) established and operating
- Inaugural Athena SWAN SAT meeting - 30th June 2020
- Actions required to support a successful submission will be identified through enhanced relationships with Advance HE, the Gender Equality Forum, E&I Fora and overall E&I University activities

Race Equality

- Possible further Independent Steering Group review of Race Equality Charter processes and practices, but dates to be confirmed by Advance HE
- Advance HE has granted an extension for LBU submission to **July 2021** (this may be extended following the proposed independent review and Covid-19 situation)
- Conversations with regards to the SAT creation and Charter Lead have begun with senior leaders
- Actions required to support a successful submission will be identified through enhanced relationships with Advance HE, the Race Equality Forum, E&I Fora and overall E&I University activities

Stonewall Diversity Champion Programme

- Stonewall Diversity Champion Programme now in place
- Workplace Equality Index programme (WEI) has been deferred by Stonewall until **2022**
- New WEI criteria produced by Stonewall for proposed 2022 submissions
- Actions required to support a successful submission in 2022 will be provided through enhanced relationships with Stonewall, Rainbow Rose Forum, E&I Fora and overall E&I University activities

The Human Resources team is providing temporary flexible resource to support the delivery and management of the Charter submissions and additional E&I activity. This will be co-ordinated and managed through the creation of an Equalities Task and Finish Group, chaired by the Equality and Inclusion Manager. The supporting resource will be provided in the following areas: -

- Recruitment
- Data & Insight
- Policy and Risk
- Employee Relations
- HR Business Partnering
- People and Organisations Development
- Administration

5. Developing our Community

E&I Fora update

There has been some change of Fora Chairs, and co-chair vacancies remain in Race Equality & Rainbow Rose.

Thank you to the chairs who have stepped down in the past 3 months for support they have provided throughout their terms of involvement and for continuing to encourage the development

of the Equality, Diversity and Inclusion agenda. Welcome to the new chairs, Maria Maynard and Tom Muskett, to the Fora.

Co/Chair	Co/Chair	Forum
Kate Cunningham	Thomas Muskett	Disability Action Group
Melvyn Kelly	Rehana Bakhat	Faith & Belief
Maria Maynard	<i>TBC</i>	Race
Ian Lamond	<i>TBC</i>	Rainbow Rose
Bronwen Edwards	Tara Hill	Gender Equality

The Fora Chairs met on 1st June 2020 - matters discussed included:

- Current Covid-19 situation
- Continued Fora Purpose
- Opportunities / Fora Recruitment (attendees and Chairs)
- Inclusive Intersectionality / One Community
- Communications / Digital approach

As the current global situation has shown, working remotely is more effective than some have previously thought. Incidentally, it now supports suggestions made for increasing meeting attendance. The recent round of Fora meetings, utilising MS Team platform, saw significant increases in attendance (in some instances tripling recent attendance levels).

An overarching Equalities Fora MS Teams site will be created with all forums having specific channels within it for communication, document sharing and storage. Utilising the dedicated MS Teams site, there will be more frequent meetings for the Chairs - to promote themes, intersectionality and a build on proactive approaches to local and global events.

Leeds PRIDE

Official Organisers of Leeds PRIDE 2020 have now confirmed the cancellation of this annual event. LBU traditionally supports the event and representatives are usually a part of the parade. LBU and University of Leeds are currently joining forces to explore the possibility of holding a virtual PRIDE under the proposed event title of “Universities Together for Leeds Digital PRIDE 2020”. We hope this collaboration will echo the VC’s comments on student and colleague engagement and retention and reflect in our City Anchor commitments.

More details to be confirmed.

Carers Network

- Leeds Beckett Carers Network relaunch delayed due to Covid-19 situation
- Possible relaunch for start of new academic year 2020
- Carers steering group in creation. **Call for interested parties to form the Steering Group**
- Current policies and guidance are under review
- Learning & Development support is being reviewed ready for proposed launch
- Maintaining relationship with Carers Leeds for continued support.

Dignity & Respect Network

Recent global issues provide us with essential opportunities to develop a new branch of a revived Dignity & Respect Network, with the inclusion of a ‘Report and Support’ channel for all colleagues. Built on the foundations of the current Racial Harassment (Zero Tolerance) programme from

Student Services 'Report and Support' will offer similar bespoke training for first responders. **In order to progress this initiative there is a call for interested parties to form the basis of an overall Steering Group.**

6. Reviewing Learning & Development

In partnership with People and Organisational Development (POD) and following joint planning and review discussions, offerings for inclusive content and practices going forward has been completed. Completed and on-going actions are:

- E&I Manager involved in development suppliers' tender panel and appointment group
- Setting of LBU's expectations of development suppliers (EDI considerations for all sessions)
- Continued revision of all EDI online modules for HE relevance
- Refreshed version of Unconscious Bias eLearning module into 'Inclusive Decision Making, currently awaiting approval
- Facilitated an Inclusive Decision-Making session. This has been well received as a discussion session offered through POD.

7. People Management Practices

In Response to action point reference: 014.2019.EDC -

I have continued to engage with professional services departments, all 11 schools and the fora. I have noted the variance in planned actions with regards to LBU's EDI vision and principles. It is apparent that the schools are at varying points on their EDI journey, some more progressive than others, and some at the start of their EDI provision considerations. Overall, I have observed an encouraging appetite to put progressive measures in place. In addition to this, my recommendations on the sharing of good practice, transparent approaches and commitment to LBU's current regulatory and charters ambitions would benefit the schools' equality agendas. Schools with established committees and groups should share their approaches on EDI matters, to encourage and engage intersectionality within the estate and grow as one community for the application of robust and active EDI visions.

8. Communication & Visibility

The current global situation has proved we have had much more opportunity to utilise new methods of communication. Visibility and communication remain essential for the awareness of activity with regards to our E&I provision and efforts.

- The live calendar of events on the E&I pages of the LBU website (non-exhaustive list) will be enhanced as part of the Web2020 project. A more refined digital format will be developed, which will facilitate more interaction.
- Initial review and clean-up operation for the updating of the E&I web pages has been completed.
- Continued presence at schools and services meetings to encourage continued commitment to the E&I agenda.
- Enhanced and structured relationship with Communications Team for planned activity of events, observances (local, national and global) and awareness campaigns.

9. Networks & Insights

To compliment a longer-term action plan and EDI strategy, an activity plan has been developed to support the progress of the many elements to our EDI deliverables and proposals.

In addition to my existing networks and to refine my involvement for essential and relevant critical friendships I have:

- Remained a member of the Leeds Equality Network; this is hosted by NHS England and is a collection of Leeds Educational institutes, Businesses, Law Firms, Council and NHS organisations – for the sharing of best equality practices and activities within the region. This has provided vital data in relation to actual and potential inequalities throughout the Covid-19 Pandemic
- Joined Advance HE's North East EDI group (collection of Higher Education establishments that have joined together through the Advance HE Connect environment) has formed to share best practices and an experienced sector support.

Advance HE have continued communication throughout the global pandemic and offer a variety of webinar sessions and revised working practices advise to reflect the situation.

Conclusion

With the current global situation and all of us exploring new ways to work, communicate and connect, our future EDI focus will stand on ensuring we are addressing institutional fundamentals, such as charter submissions, maintaining our EDI Framework ambitions and utilising our existing, and new operating channels. This is an ideal opportunity to provide more students and colleagues with a voice in making a difference in the environment around us. For example increased attendance at forums and networks, and calling out inappropriate and unacceptable behaviours. In this ever changing and unpredictable world we have the chance to review our EDI strategy and allow us to be mindful of Inclusive Leadership, Inclusive Cultural Engagement and Inclusive Learning and Development.

References and further information

Equality and Diversity Policy

https://www.leedsbeckett.ac.uk/-/media/files/public-information/a-to-z-guides-and-support/nn_equality_diversity_policy.pdf

Equality, Diversity and Inclusion Framework

https://www.leedsbeckett.ac.uk/-/media/files/public-information/a-to-z-guides-and-support/nn_edi_framework.pdf?la=en

REF 2021 Equality Impact Assessment

<https://www.leedsbeckett.ac.uk/public-information/equality-and-diversity/equality-impact-assessment/>

Appendices

Appendix 1. Athena SWAN SAT Members

Name	Role	School/Service
Prof Cathy Barnes	Director / SAT Lead	Research and Enterprise
Sarah Swales	Assoc Director- HR Services	HR
Craig Downing	E&I Manager	HR
Veronica Hawking	Head of Comms and Campaigns	External Relations
Dr Duncan Sharp	Dean of School	Clinical and Applied Sciences
Prof Parneet Paul	Head of Subject	Built Environment, Engineering and Computing
Pete Mackreth	Dean of School	CCS
Kay Rhoden - Campbell	SU Equality & Diversity Officer	Student's Union
Prof Andrew Cooper	Dean of School	Cultural Studies and Humanities
Dr Bridgett Rickett	Head of Subject	Leeds School of Social Sciences
Kate Daspher	Reader	Events, Tourism and Hospitality Management
Bryony Walker	Course Director	Health and Community Studies
Lisa Stansbie	Dean of School	Leeds School of the Arts
Zoe McClelland	Head of Subject	Leeds Business School
Damien Page	Dean of School	Education
Melissa Askew	Head of Subject	Law School
Bronwen Edwards	Senior Lecture / Gender Forum Chair	Built Environment, Engineering and Computing

Appendix 2 - Athena SWAN Independent Steering Group Review and recommendations

<https://www.ecu.ac.uk/equality-charters/athena-swan/review-of-the-athena-swan-charter/>

Appendix 3 - Athena SWAN approved Independent Steering Group recommendations

<https://www.advance-he.ac.uk/sites/default/files/2020-05/Advance%20HE%20Response%20to%20the%20Recommendations%20from%20the%20Independent%20Review%20of%20Athena%20SWAN%2006.05.pdf>



Equality Forum Chairs' Report

Executive Summary

This report outlines key updates from each Equality Forum.

- Update from Disability Action Group - Kate Cunningham/Tom Muskett
- Update from Rainbow Rose Group – Ian Lamond
- Update from Race Forum – Maria Maynard

Action Requested

This report is for information.

Appendices

n/a

Author

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1. Disability Action Group Update

1.1 Equality and Inclusion Update – Summer 2020

A meeting of the DAG took place on the 10th June 2020 via MS Teams, with excellent attendance. Discussions included:

- Comments and feedback on working from home and the possible impacts, both positive and negative on disabled colleagues and students.
- Encouraging people to attend the meetings of other Fora

1.2 Kate and Tom are going to meet with Craig Downing to talk about how comments made by the group can be incorporate/fed back to HR to be considered when planning for future changes.

1.3 This was the final meeting with Christine Simpson in attendance and all members of the Disability Action Group, both past and present would like to thank her for her hard work, commitment and unending enthusiasm. Tom Muskett has taken Christine's place.

2. Race Forum Update

- 2.1 Maria Maynard was acting Chair at the recent Forum meeting on 9th June and took over as Chair of the Forum on 15th June. Mobina Begum has reluctantly stepped down, though remaining an active member. The Forum thanks Mobina for her ongoing commitment to race equality and to the Forum.
- 2.2 The Race Forum is taking this opportunity to consider it's remit and whether any changes are required. A survey of members is underway, and within that we are also taking the opportunity to join the Disability Action group in asking questions on remote working as a starting point for feedback on this to the Vice Chancellor.
- 2.3 Also ongoing is the development of a position statement on the disproportionate impact of the COVID-19 pandemic on our BAME staff and students, and the stark injustices that the pandemic has unveiled. Included in this are the tangible actions we would like to see senior management demonstrably lead in support of BAME staff and students (which will be of benefit to all) and in tackling inequalities more widely. We will now tailor this to be in part a response to the Vice Chancellor's statement (22/6/20).
- 2.4 Professor Gus John has been identified as the Forum's first choice for this year's Annual Race Lecture (ARL), and we look forward to developments on whether the organisation of the ARL will be taken over by the Events team.

3. Rainbow Rose Group Update

- 3.1 Rainbow Rose has participated in two cross-fora meetings since the last E&D committee. This is an initiative that has been led by the E&I Manager, Craig Downing. Having an opportunity to represent an LGBTQIA+ voice in an arena where we can consider issues and topics intersectionally is very welcome. The cross-fora meetings do not, nor should they, replace the individual fora/group meetings but does give us greater scope to work and respond collectively, as an intersectional community.
- 3.2 Working with the E&I Manager, representatives from other HE institutions, and some LGBTQIA+ groups around the city, we are developing a programme for a digital Pride, which would replace our role within Leeds Pride 2020 – which, due to COVID-19, is not running this year. A number of ideas are currently being considered and explored. We wish to also thank Karen Carney (Information Service Librarian) for her continued support, especially with the Rainbow over the Library Spotify list she has worked to construct for LBU and the University of Leeds over Pride month.
- 3.3 Since the last E&D committee meeting we have also met with Savanna Thompson (Residence Life Officer: Student Experience) to see how we can more positively contribute to that part of the University.
- 3.4 We have also recently communicated with Leigh Beales (Organisational Development Assistant) to support her work in updating the Rainbow Rose pages of the University's website in readiness for a network-wide accessibility upgrade.