Equality & Diversity Summary of the Action Plans for Race, Gender and Disability Equality Schemes

KEY: Traffic light used where E&D has scope to deliver or where previous publications report action. Grey is for areas of College responsibility.

	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
	Race						
1	To note the sense of exclusion expressed by some respondents and consider whether this fails to reflect the University's core values	Staff Race Equality Survey Report 2006		To CES Race - **Inclusion**		Ensure inclusive practice & culture to tackle sense of exclusion or not belonging	Equality Assessments; consultation & engagement activities
2	To further reinforce through increased communication and publicity the University's core values, in particular freedom from discrimination and recognition and reward of the University's staff as its greatest asset.	Staff Race Equality Survey Report 2006		To CES: **E&D Communications Strategy**		Develop E&D Communications Strategy 2009/10	E&D and Office of Communications
3	Continue to review and reinforce the overall communication strategy .	Staff Race Equality Survey Report 2006		To CES: **E&D Communications Strategy**			
4	Better publicise University-wide social provision including, for instance, the Newcomers and Visiting Scholars, social and cultural events, communal catering facilities such as the University Centre and the University Combination Room.	Staff Race Equality Survey Report 2006		To CES: **E&D Communications Strategy**			
5	Investigate further what provision would help to promote inclusion and consider making a financial contribution to support the development of communal activities.	Staff Race Equality Survey Report 2006		To CES Race - **Inclusion**		Ensure inclusive practice & culture to tackle sense of exclusion or not belonging	E&D events programme and BME Network
6	Make and publicise a commitment to taking any action necessary to eradicate racist behaviour.	Staff Race Equality Survey Report 2006		Formal HR procedures in place plus Dignity at Work scheme; E&D training		Promote anti-discriminatory practice on race	1 Assess sector performance & benchmarking 2 Monitor D@W cases 3 Cover in E&D training & guidance provision 4 BME Network events

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7	Ensure that information about both the grievance procedures and support available to staff wishing to make complaints receives wide publicity so that all staff, and particularly non-British citizens, have confidence in taking action .	Staff Race Equality Survey Report 2006		**COMPLETE: Developed within D@W scheme, covered in E&D training, HRBMs and HR web based information**		**Mainstreamed: HR**	
8	Ensure that when a complaint is upheld appropriate disciplinary action is taken.	Staff Race Equality Survey Report 2006		**Responsibility of HR/HRBMs**		**Mainstreamed: HR**	
9	Increase activity to promote mentoring (and encourage lower-level initial support 'buddying' for new members of staff)	Staff Race Equality Survey Report 2006		Objective for 2010/11 due to 2009/10 resource limitations		Provision of targeted mentoring, training, buddying etc specifically for BME staff	E&D investigation 2010/11
10	In the light of recurring comments on other kinds of discrimination, consider the introduction of broader staff satisfaction surveys .	Staff Race Equality Survey Report 2006		HR staff survey 2010		Undertake HR Staff Survey	Due 2010
11	To undertake additional analysis on the survey data for any additional insight on CRS, Academic and Academic Related Staff, and Schools .	Staff Race Equality Survey Report 2006		HR & E&D data analysis			
12	Provide strategic and practical support in the implementation of the recommendations .	Staff Race Equality Survey Report 2006		See 10 and 11			
13	Increase publicity for the Race Equality Advisory Group and support it in widening its activities both in representing the views of ethnic minority staff and promoting networking.	Staff Race Equality Survey Report 2006		**COMPLETE: BME Network publicised, web profile, flyer under development and REAG extended to E&D Consultation Forum and E&D Partners' network**		**Maintstreamed: E&D core business**	
14	Identify the most effective options for support and networking for minority ethnic groups .	Staff Race Equality Survey Report 2006		**COMPLETE: BME Network introduced and supported by E&D Network Facilitator**		**Maintstreamed: E&D core business**	
15	Give high priority to increasing provision for training of all staff in equality issues, ensuring that the method and content of such provision is tailored to specific audiences	Staff Race Equality Survey Report 2006		**COMPLETE: E&D online modules and face to face training**		**Maintstreamed: E&D core business**	
16	Investigate the reasons for the low level of interest in personal development training among ethnic minority and non-British staff and promote this provision for these groups.	Staff Race Equality Survey Report 2006		CPPD monitoring		Ensure equal access for BME staff to personal and professional development opportunities	CPPD, E&D & BME Network

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17	Review the provision for training in English language skills and inclusive communication to determine whether existing provision is sufficient to meet needs .	Staff Race Equality Survey Report 2006		**COMPLETE: Admissions EqIA - published**		http://www.admin.cam.ac.uk/offices/hr/equality/assessments/	Folluw up actions from impact assessment
18	Review provision for induction and integration of new staff, and ensure that they are appropriate for all staff, including those who may not be immediately at ease in the prevailing institutional culture .	Staff Race Equality Survey Report 2006		**COMPLETE: Improved induction programme introduced, plus online induction module under development**		**Mainstreamed: HR**	
19	Review departmental work-related and social events to ensure that they are inclusive.	Staff Race Equality Survey Report 2006		Part-complete, covered in E&D online training. Objective 2010/11 - E&D web guidance		Provide & promote guidance and training on inclusive best practice	E&D
20	The University complies with the general and specific duties arising from the RRAA.	Race Equality Policy and Action Plan		REPAP & E&D reporting		**Maintstreamed: E&D Committee**	
21	The race equality policy and action plan is implemented, monitored, evaluated and continuously reviewed according to the specific duties under the RRAA.	Race Equality Policy and Action Plan		REPAP & E&D reporting		**Mainstreamed: E&D Committee**	
22	All staff are provided with and attend appropriate training.	Race Equality Policy and Action Plan		**COMPLETE: E&D Essentials training module and face to face training**		Investigate viability of introducing elements of mandatory training	
23	Appropriate procedures are implemented to enable all those responsible under the RRAA to acknowledge their roles, responsibilities and accountabilities.	Race Equality Policy and Action Plan		**COMPLETE: E&D Committee, E&D Champions, E&D section**		**Mainstreamed: E&D core business**	
24	The Pro-Vice-Chancellor for internal affairs will have lead responsibility for racial equality under the requirements of the general duty of the RRAA.	Race Equality Policy and Action Plan		**COMPLETE: E&D Committee Chair and Race Equality Champion**		**Mainstreamed**	
25	Appropriate action is taken if staff or students are found to have acted in any way in a racially discriminatory matter, wittingly or unwittingly.	Race Equality Policy and Action Plan		Student discipline procedures; Dignity at Study scheme in development		Promote Dignity at Study scheme	
26	The Council and the General Board will agree with the Colleges the way in which they will work in partnership to fulfil the requirements of the RRAA in all the relevant functions carried out by the Colleges on behalf of the University	Race Equality Policy and Action Plan		Clarification needed re Colleges' responsibilities under legislation		Clarify question of jurisidiction re the Equality Bill if it becomes law	

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27	The Race Equality Action Policy and Action Plan will be published as part of a wide consultation procedure, in advance of formal approval of a final version in the form of a Report to the University.	Race Equality Policy and Action Plan		**COMPLETE: Consultation infrastructure and E&D Annual Report**		**Mainstreamed: E&D core business**	
28	The Equal Opportunities Officer will convene an informal consultative staff group by 30 September 2002.	Race Equality Policy and Action Plan		Done		**Complete**	
29	The Student Matters Committee the Education Committee, CUSU and the Senior Tutors' Committee will convene the student race equality advisory group in the Lent Term 2003.	Race Equality Policy and Action Plan		Done			
30	The Student Matters Committee, the Education Committee and the Senior Tutors' Committee will arrange to meet GEEMA and the Young Black and Asian Achievers Group in the Lent Term 2003.	Race Equality Policy and Action Plan		Done			
31	The Secretary of the UAJB will arrange for the Joint Board to comment on the Race Equality Policy and Action Plan at their next regular meeting.	Race Equality Policy and Action Plan		Done			
32	The policy and action plan will be reviewed in full no later than 31 May 2005.	Race Equality Policy and Action Plan		Reviewed annually			

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33	Each functional area will: Designate one individual to take responsibility for ensuring that the University's race equality policy and action plan are fulfilled with respect to the functional area. This will usually be the chair of the relevant body or committee, or the head of the institution or office concerned; Ensure that all members of the body or committee, or individual staff are aware of the requirements of the University's race equality policy and action plan; Draw up a comprehensive list of relevant policies, procedures and practices; Draw up a comprehensive list of relevant policies, procedures and practices; Identify any gaps in monitoring data which will inhibit impact assessment and inform UAS of any monitoring requirements; Subject their policies, procedures and practices to the questions laid out in Race Equality and Action Plan	Race Equality Policy and Action Plan		Equality Assessment framework being proposed, to be supported by EA Review Group. Equalities data collected, analysed and reported annually.		Impact assess relevant policies and functions, implement equality action plans and collect equalities data in line with legislative requirements	
34	Following the policy impact assessment each functional area will draw up an action plan for any policy, procedure or practice in which results of the impact assessment demonstrate or suggest that there are differences in treatment or outcomes for staff or students from different racial groups.	Race Equality Policy and Action Plan		EA framework to link into relevant planning procedures to progress outcomes and actions		Relevant policies and functions to be identified and prioritised; ensure any issues and actions identified in Equality Assessment procedures are implemented and reported upon	EA Review Group
35	The Personnel Division will continue to undertake centralised monitoring for ethnicity through appointments data and data verification exercises. The Division will set targets for achieving a 100% response rate on ethnicity through the data verification exercises.	Race Equality Policy and Action Plan		E&D monitoring data collected. Employee Self Service system under development. Departments being brought into centralised MI systems.		**Mainstreamed: E&D data reporting and CHRIS system**	
36	The Personnel Division will provide methodologies and procedures for institutions to collect ethnicity data on job applications and other staff employment stages, e.g. promotion, and procedures, e.g. discipline and grievance.	Race Equality Policy and Action Plan		CHRIS system development: 2010. Recruitment EqIA complete, Recruitment Group implementing actions, online job applications due		ESS: Employee Self Service system to be introduced	

	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
37	The Cambridge Admissions Office will undertake centralised monitoring for ethnicity of students for admission, and examinations via Education Section/BOGS	Race Equality Policy and Action Plan		**COMPLETE: Student Attainment EqIA conducted in 2009**		http://www.admin.cam.ac.uk/offices/hr/equality/assessments/	Follow up actions from impact assessments
38	The Race Equality Policy and Action Plan will be published as a Report to the University in the Easter Term 2003.	Race Equality Policy and Action Plan		Done			
39	There will be annual progress report, summarising the implementation and review of the Race Equality Policy and Action Plan, approved by the Council and the General Board and published in Reporter.	Race Equality Policy and Action Plan		Annual progress reports submitted to E&D Committee after full consultation via Networks		**Mainstreamed: E&D core business**	
40	The Personnel Division, the Academic Division and the Press Office will draw up a communications strategy for the Race Equality Policy and Action Plan.	Race Equality Policy and Action Plan		To E&D Communications Strategy		Develop E&D Communications Strategy 2009/10	E&D and Office of Communications
41	The Web Editor will ensure effective linking between all relevant policies on the University's web pages.	Race Equality Policy and Action Plan		To E&D Communications Strategy			
42	Supported by the necessary resources, the Personnel Division/Staff Development Section will provide a rolling programme of race awareness and other relevant training for all staff	Race Equality Policy and Action Plan		Termly training plus E&D Essentials online module, E&D/BME Network events and Black History Month programme		**Mainstreamed: E&D core business**	
43	The Vice-Chancellor will include a commitment to the Race Equality Policy and Action Plan in his October 2002 address.	Race Equality Policy and Action Plan		Done			
44	The Council will include on its agenda an item each term, reporting on the Race Equality Policy and Action Plan.	Race Equality Policy and Action Plan		Remit of E&D Committee		**Mainstreamed: E&D Committee**	
45	The Personnel Division will produce advice on positive action on advertising for use by institutions in recruitment.	Race Equality Policy and Action Plan		**COMPLETE: HR web pages**			
46	The Staff Development Section will investigate training for specific target groups where monitoring and benchmarking reveals evidence of under-represented racial groups.	Race Equality Policy and Action Plan		CPPD and E&D		Develop targeted initiatives for specific minority or under-represented groups	

	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
47	The Personnel Division will organise a 'Positive Action' event in the Michaelmas Term to publicise, promote and celebrate the many initiatives in equality already being undertaken in the University.	Race Equality Policy and Action Plan		E&D events plus diversity programmes		**Mainstreamed: E&D core business**	
48	The Harassment Advisers Network will be set up by the Personnel Division, with appropriate support and training	Race Equality Policy and Action Plan		**COMLETE: Dignity at Work Scheme**		**Mainstreamed: HR**	
49	The Personnel Division, through the Harassment Advisers Network, will establish systems to monitor the prevalence of racial harassment.	Race Equality Policy and Action Plan		Dignity at Work monitoring to be developed		**See Race Action Point 6 above**	
50	Guidance on dealing with racist incidents, and a system for reporting such incidents, will be provided by the Personnel Division.	Race Equality Policy and Action Plan		Dignity at Work Scheme			
51	The Council will set up a joint Working Group on Race Equality.	Race Equality Policy and Action Plan		**COMPLETE: REIG / REAG, BME Network, E&D Partners, E&D Consultative Forum, E&D Committee**		**Mainstreamed: E&D core business**	
52	Some students are in situations of severe financial hardship. Amongst these students are a number from single-parent families and larger families whose parents are less likely to be able to offer them financial help and support. Many of them have to work in the vacations to support themselves. Further ways of offering students, in the worst financial situations, additional funding could be explored.	University Research Project: The Reporter http://www.admin.cam.ac.uk/reporter/2005-06/weekly/6031/5.html		To CES		E&D objective for 2010/11	Raise with BME student networks and GEEMA
53	Amongst some ethnic minority students, complex family obligations during the vacations can lead to little academic work being done during the vacation. Ways could be investigated of offering these students accommodation in Cambridge beyond the end of term or before the start of term, in order to give them the personal 'space' to supplement their term time studies.	University Research Project: The Reporter http://www.admin.cam.ac.uk/reporter/2005-06/weekly/6031/5.html					

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54	For Muslim students especially, the prevalence of alcohol at social events can lead to a sense of being excluded from the social life of many College and University social and sporting events. The number of social events without alcohol could be increased. This would be especially effective during Fresher's week, as this was identified by respondents as a critical time for developing a sense of 'belonging' at Cambridge	University Research Project: The Reporter http://www.admin.cam.ac.uk/reporter/2005-06/weekly/6031/5.html		Religion/Belief Guidance for Students		Religion/Belief Guidelines to be adopted	
55	Halal food should be available in College canteens, to respond to the needs of Muslim students	University Research Project: The Reporter http://www.admin.cam.ac.uk/reporter/2005-06/weekly/6031/5.html		University Centre policy and practice in place; issue to be taken up with Catering Managers Committee			
56	Review, update and report on the University's Race Equality Policy and Action Plan and publish relevant data in the proposed E&D Annual Report encompassing race, gender and disability equality progress	Race Equality Strategy 2009		Annual report		Race Equality Policy & Action Plan to be incorporated into Combined Equality Scheme under jurisdiction of E&D Committee and E&D section	
57	Develop a programme of events to promote race equality up to and including the academic year 2009/10	Race Equality Strategy 2009		E&D events		**Mainstreamed: E&D core business**	
58	Provide bespoke support and training resources to enable colleagues to undertake Equality Impact Assessments (EqIA)	Race Equality Strategy 2009		EA framework proposed, EA training to be offered		Training to be offered from Easter term 2010 to support proposed EA framework	
59	Establish the BME (Black and Minority Ethnic) Staff Network and report on the progress of the Race Equality Implementation Group	Race Equality Strategy 2009		Done		**Mainstreamed: E&D core business**	
60	BME Student Race Equality Advisory Group	Race Equality Strategy 2009		Via Student Links, GEEMA, Anti-Racism Campaign, Black Students Campaign		Joint work with CUSU & Student Links network	
61	Share the good practice of the University in relation to race equality with Colleges and other affiliated institutions	Race Equality Strategy 2009		E&D reports, guidance and communications, Colleges HR Forum		**Mainstreamed: E&D core business**	
62	Link and raise the profile of the University's race equality initiatives with the local community -	Race Equality Strategy 2009		Cambridge Ethnic Minority Forum, MENTER, Black History Month, GRT HM		**Mainstreamed: E&D core business**	
63	Garner an understanding of best practice in relation to race equality in other higher education institutions and related sectors	Race Equality Strategy 2009		HERAG Race Forum, ECU, HEI networks		Investigate benchmarking	HERAG Race Forum, ECU, HEI networks

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64	Communicate the policies, data and information in relation to race equality across the University and, as appropriate, externally	Race Equality Strategy 2009		E&D Annual Report, and Communications Strategy		Develop E&D Communications Strategy	E&D and Office of Communications
	Gender						
1	Bringing the GES to fulfilment(1a, 1b, 5) Establishing commitment to implementation of the GES (1a); Monitoring progress of the GES (1b); Publication of progress reports (1c, 5)	Draft Gender Equality Scheme 2007		To CES		Draft Gender Equality Scheme to be replaced by Combined Equality Scheme under jurisdiction of E&D Committee and E&D section	
2	Provide a model Gender Equality Policy (3c) for use by colleges Develop a model policy	Draft Gender Equality Scheme 2007				Clarification needed re legal jurisdiction of Equality Bill	
3	Effective consultation with staff and students, and between men and women, on gender equality issues (6) Implement a consultation timetable and establish a Gender Forum	Draft Gender Equality Scheme 2007		E&D Partners and E&D Consultation Forum		**Mainstreamed: E&D consultation infrastructure**	
4	Effective communication on gender equality issues at all levels throughout the University (7) Develop a communications strategy for gender equality [this should take place alongside parallel work for race and disability]	Draft Gender Equality Scheme 2007		E&D Comms Strategy to CES		Develop E&D Communications Strategy	E&D and Office of Communications
5	Gender sensitive career pathway planning and advice for all categories of staff* Include in the career pathway project: Access to gender sensitive careers guidance for all staff; a work shadowing scheme to allow staff from both sexes to experience work in areas where one sex is dominant; a web resource showing role models for both sexes	Draft Gender Equality Scheme 2007		CPPD Career Pathways, GRRG		GRRG recommendations, progress to be reported to HR Committee Nov 2010	
6	Appropriate gender profile in RAE return* TBC Audit of institutional decisions on inclusion in the RAE	Draft Gender Equality Scheme 2007		Done		**RAE exercise complete and reported nationally**	
7	Increase numbers of women in SET at career stage points doctoral to post-doctoral; post-doctoral to permanent Set targets for increases and provide support for SET women	Draft Gender Equality Scheme 2007		WiSETI project objective		Seek further funding for WiSETI project	

	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
8	Increase numbers of women in senior positions and on committees* Set targets in these areas and develop strategies for delivery; monitor effect on both sexes of improved gender balance	Draft Gender Equality Scheme 2007	🟥	CES: need to review means by which people get onto committees, including focus on gender balance			Possibillity of benchmarking against Russell Group universities in 2011
9	Improve communication between the sexes* Provide advice and guidance on communication via SD sessions	Draft Gender Equality Scheme 2007	🟨	CES: continue to raise awareness of appropriate workplace behaviours including gender sensitivity			E&D online modules and face to face training; E&D web guidance to be developed
10	Improve personal development opportunities for both sexes* Increase uptake for Springboard and Navigator; provide mixed sex Spring Forward	Draft Gender Equality Scheme 2007	🟩	Ongoing CPPD provision		CPPD programmes available	Subject to resources
11	Improve information and support for transgender people Provide advice and guidance via web	Draft Gender Equality Scheme 2007	🟨	Transgender representation on LGBT Network achieved		Policy and guidance to be updated in line with legislation	2009/10 E&D objective
12	Improve gender sensitive management skills across the University, including an understanding of the value of work/life balance, and of basic management tools e.g. appraisal, mentoring etc.* Integrate into Leadership Development project and ensure skills are cascaded within institutions	Draft Gender Equality Scheme 2007	🟨	Gender sensitive management training delivered by E&D. Work/life balance: HR policy. Appraisal etc: behavioural attributes framework and new system		HR Behavioural Attribute Framework and Leadership Development; E&D training opportunities	
13	Increase the value placed on management skills in the University* Consider recognition for outstanding managers (all levels and all departments)	Draft Gender Equality Scheme 2007	🟨	Behavioural attributes framework proposed	**Mainstreamed: HR**		
14	Improve management accountability across the University* Integrate into Leadership Development project	Draft Gender Equality Scheme 2007	🟨	Behavioural attributes framework proposed			
15	Improve provision and profile of gender equality training (8) Integrate gender equality training into existing equality training provision and mainstream into full range of SD	Draft Gender Equality Scheme 2007	🟩	E&D online modules and face to face training	**Mainstreamed: CPPD and E&D**		
16	Improve competence in gender sensitive teaching skills for supervisors of undergraduates** Move from voluntary to compulsory supervisor training	Draft Gender Equality Scheme 2007	🟨	CPPD			

	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
17	Develop better understanding of gender issues in learning amongst undergraduate students of both sexes** Include in existing learning skills training for students	Draft Gender Equality Scheme 2007		Attainment EqIA undertaken	**Follow up actions from Attainment EqIA**		
18	Implement programme of policy impact assessment across the University (2) Develop a PIA project to prepare for and provide such a programme	Draft Gender Equality Scheme 2007		EA framework proposed		Proposed EA framework to go to E&D Committee Lent term 2010	
19	Provide comprehensive monitoring data disaggregated by sex as tool for measuring gender equality outcomes (4) Maintain activity in CHRIS project relating to gender monitoring	Draft Gender Equality Scheme 2007		E&D data collection	**Mainstreamed: E&D core business**		
20	Monitor episodes of sex and sexual orientation related harassment under the Dignity at Work policy (9) Develop a methodology for recording cases	Draft Gender Equality Scheme 2007		Dignity at Work monitoring to be developed		Dignity at Work monitoring to be developed	NB Sexual harassment and sexual orientation harassment are different
21	Provide transparent information on equal pay Deliver equal pay audit commitment made in the Second Joint Report of the Council and the General Board on a new pay and grading structure for non-clinical staff	Draft Gender Equality Scheme 2007		Annual Equal Pay Reports	**Mainstreamed: HR**		
22	Provide accessible information on policies and terms and conditions of service to all staff and improved access to information for men on paternity and carers' leave* Improve web-based and other information and raise awareness of provision of information	Draft Gender Equality Scheme 2007		HR website		HR policy review due 2010 with updates to web information as necessary	
23	Provide a full range of flexible working practices for all staff Implement new regulations on maternity leave and flexible working under the Work and Families Act (1); Provide up to five days paid emergency carer's leave for support and other staff as necessary (2); Introduce Maternity Fellowships for staff returning from maternity leave(3)	Draft Gender Equality Scheme 2007		Flexible Working Policy		HR policy review due 2010 with updates to web information as necessary	Address maternity returners scheme requirement

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24	Understand the reasons for gender differentiated Tripos results Commission expert statistical analysis of Tripos results for last five years and endeavour to take action to address any problems revealed	Draft Gender Equality Scheme 2007		**COMPLETE: Attainment EqIA**		**Follow up actions from Attainment EqIA**	
25	Assess graduate student performance (3b) Review data on performance disaggregated by sex and advise on any necessary action	Draft Gender Equality Scheme 2007		**COMPLETE: Attainment EqIA**		**Follow up actions from Attainment EqIA**	
26	Improve retention rates for women between undergraduate, masters, doctoral and post-doctoral study stages Review data on attrition rates for women and men between undergraduate, masters, doctoral and post-doctoral stages in all subjects	Draft Gender Equality Scheme 2007		Data collection by E&D / WiSETI		E&D annual data reporting Seek further funding for WiSETI	Possibility of benchmarking against Russell Group universities
27	Aim for parity of esteem for men's and women's sports societies Review PR for key sports	Draft Gender Equality Scheme 2007		VC: case acted upon		**Issues to CUSU & Student Links network**	
28	Regulate activities of student 'drinking societies' Review the impact of student 'drinking societies' on student experience	Draft Gender Equality Scheme 2007		Student Links			
34	The Council, the General Board and those exercising senior management and administrative responsibilities shall ensure the fulfilment of the Gender Equality Scheme (GES) in the University through: (a) commitment to implementation of the GES; (b) monitoring its progress; (c) publication of progress reports.	Draft Gender Equality Scheme Annual Report April 2008		To CES		Draft Gender Equality Scheme to be replaced by Combined Equality Scheme under jurisdiction of E&D Committee and E&D section	
35	The Council will approve a timetable within which institutions are expected to complete policy impact assessments and the reporting mechanisms for responsible institutions in relation to their impact assessment	Draft Gender Equality Scheme Annual Report April 2008		EA framework proposed		Proposed EA framework to go to E&D Committee Lent term 2010	

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36	(a) The Education Committee will regularly scrutinize Tripos examination results; will undertake ongoing identification of relevant issues arising from routine consideration of teaching and learning and will respond to any issues drawn to their attention by the Gender Equality Duty Advisory Group; (b) The Board of Graduate Studies will review and advise on statistical reports relating to Graduate students; (c) The Senior Tutors' Committee will draw up a model Gender Equality Policy for use by Colleges after the University has completed and approved its Gender Equality Scheme	Draft Gender Equality Scheme Annual Report April 2008		Attainment EqIA complete; follow up actions. Clarification needed re legal remit of Equality Bill		Follow up Attainment EqIA actions; gain legal clarification of jurisdiction of Equality Bill	
37	The Human Resources Division will further develop its equality monitoring capacity as part of the implementation of Cambridge Human Resources Information System (CHRIS).	Draft Gender Equality Scheme Annual Report April 2008		Done		**Mainstreamed: HR**	
38	A progress report on the GES will be made by the Human Resources Committee annually and published by the Council	Draft Gender Equality Scheme Annual Report April 2008		E&D Annual Reports		**Mainstreamed: E&D and E&D Committee**	
39	The Equality and Diversity Section will further develop and refine existing mechanisms for consultation with staff and students in relation to gender equality issues and make recommendations for the inclusion of further actions where appropriate.	Draft Gender Equality Scheme Annual Report April 2008		Women's Network, E&D Consultation Forum and E&D Partners		**Mainstreamed: E&D and E&D Committee**	
40	The Equality and Diversity Section in conjunction with the Office of Communications will develop a communications strategy for gender equality.	Draft Gender Equality Scheme Annual Report April 2008		CES: E&D Comms Strategy		Develop E&D Communications Strategy	E&D and Office of Communications
41	The Staff Development Section and the Equality and Diversity Section will develop further aspects of gender equality training both as part of the existing programme of specialized equality training and also mainstreamed into the full range of staff development provision.	Draft Gender Equality Scheme Annual Report April 2008		E&D online modules and face to face training		**Mainstreamed: CPPD and E&D core business**	

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42	The Human Resources Division will develop and maintain records kept under the Dignity at Work Policy which include incidents of gender- and sex-related harassment, including harassment related to transgender.	Draft Gender Equality Scheme Annual Report April 2008		Dignity at Work monitoring to be developed		Dignity at Work monitoring to be developed	
43	Following the completion of the planned equal pay audit, steps will be taken to address the causes of any gender pay gap.	Draft Gender Equality Scheme Annual Report April 2008		Annual Equal Pay reports and GRRG recommendations		Remit of HR Committee, General Board and Council	
Disability							
1	To bring the DES to fulfilment (1) & (2) Establishing commitment to the DES (1(a)) Monitoring progress of the DES (1(b)) Publication of progress reports (1(c)) Identify any additional resource requirements associated with institution-wide consultation exercise and associated activities (2)	DES Outline Activity Plan 2006-9		To CES		Draft Disability Equality Scheme to be replaced by Combined Equality Scheme under jurisdiction of E&D Committee and E&D section	
2	To integrate existing monitoring and reporting of physical and other access embedded in action plans for management of the estate (3) EMBS in consultation with the Disability Resource Centre to ensure reporting and monitoring of access requirements is embedded into action plans for the management of the estate	DES Outline Activity Plan 2006-9		JCD		**Mainstreamed: JCD**	
3	To achieve more robust procedures for disclosure and confidentiality (4(*a*)) Review current procedures, impact assess current practice and identify any gaps and weaknesses	DES Outline Activity Plan 2006-9		DES action for CES - disclosure		CES: Disclosure	
4	To improve mechanisms for securing effective follow up after disclosure of disability on recruitment and during employment (4(*a*)) Review of current procedures, with a view to improving understanding and delivery of outcomes	DES Outline Activity Plan 2006-9		DES action for CES - disclosure		CES: Disclosure	
5	To provide training and awareness raising (4(*b*)) To monitor membership of all selection panels and appointment committees to ensure appropriate training on disability issues	DES Outline Activity Plan 2006-9		DRC training provision & E&D training, IDPD, DSN events		HRBMs to address need for awareness and fair representation in selection procedures	DRC training provision & E&D training, IDPD, DSN events

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	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
6	To ensure that applicants are as confident as possible about disclosing disability before and during the admissions process (5(*a*)) Undertake a review of the information available to applicants, at all stages, which encourages them to disclose	DES Outline Activity Plan 2006-9		DRC objective		CES: Disclosure	
7	To understand the particular needs of disabled graduate students following a review by BGS and GTC (5(*b*)) Undertake a review in consultation with disabled students and those undertaking solo research in order to identify their support needs	DES Outline Activity Plan 2006-9		University information reflects funding options for Graduate students Annual DRC surveys evaluate student experience	**Mainstreamed: DRC**		
8	To improve mechanisms for disclosure for students with disabilities (5(*c*)) Review mechanisms for disclosure and reporting	DES Outline Activity Plan 2006-9		DES action for CES - disclosure		CES: Disclosure	
9	To ensure effective channels of communication following disclosure by students Review mechanisms for students to disclose	DES Outline Activity Plan 2006-9		DES action for CES - disclosure		CES: Disclosure	
10	To provide and review examinations data, by disability (7(*b*)) & (7(*c*)) Data sets from Student Planning and Statistics	DES Outline Activity Plan 2006-9		**COMPLELTE: Attainment EqIA published**	http://www.admin.cam.ac.uk/offices/hr/equality/assessments/		
11	To increase scope and depth of staff monitoring for: recruitment and selection; career development; promotion (8) Monitor disability in: staff recruitment and selection; career development; promotion, with appropriate disaggregation	DES Outline Activity Plan 2006-9				E&D report annually on available HR data	ESS system due to be implemented
12	To develop a culture where disclosure of disability is seen as routine and not as a threat to career advancement or problematic (9) Development of training and tool kits aimed at changing behaviour in responses to disability	DES Outline Activity Plan 2006-9		DES actions for CES - tackling stigma and increasing disclosure		CES Disability - tackling stigma and increasing disclosure with effective follow up	

	Area/Details	Source	Review 2009/10	Comment	*Migrate To CES*	CES Aim	Further comment
13	To report annually on the DES (10) Annual report produced for publication in December each year	DES Outline Activity Plan 2006-9		E&D Annual Reports		**Mainstreamed: E&D core business**	
14	To develop awareness raising and dissemination including involving the disabled community in the development of the Scheme and subsequent action plans (11) Devise programme of consultation and awareness raising	DES Outline Activity Plan 2006-9		Via Disabled Staff Network and consultative forums			
15	To improve the effectiveness of communications concerning all aspects of disability (12) Develop a communications strategy	DES Outline Activity Plan 2006-9		To CES: E&D Communications Strategy		Develop E&D Communications Strategy 2009/10	E&D and Office of Communications
16	To deliver training which will provide understanding and skills in a range of disability issues (13) Develop an effective programme of information and support for all staff	DES Outline Activity Plan 2006-9		DRC & E&D training programmes plus E&D & DSN Network events		**Mainstreamed: E&D/DRC**	
17	To monitor episodes of disability related harassment under the Dignity at Work Policy (14(*a*)) & develop mechanism for Dignity at Study (14(*b*)) Develop a methodology for recording cases. Develop a methodology for reporting and recording	DES Outline Activity Plan 2006-9		D@W monitoring to be developed		Dignity at Work / Study monitoring to be developed	

GLOSSARY OF TERMS

BME	Black and Minority Ethnic
BoGS	Board of Graduate Studies
CES	Combined Equality Scheme
CPPD	Centre for Personal and Professional Development
DRC	Disability Resource Centre
DSN	Disabled Staff Network
E&D	Equality & Diversity
ECU	Equality Challenge Unit
EMBS	Estates Management and Building Services
EqIA	Equality Impact Assessment
GRRG	Gender Representation Review Group
HR	Human Resources
JCD	Joint Committee on Disability
RG	Russell Group (E&D Forum)
SAP	Senior Academic Promotions
WiSETI	Women in Science, Engineering and Technology Initiative