

Public Sector Equality Duty: Employment Objective

The employment objective will focus on staff development in the first instance in "achieving specific and identifiable improvements in moving closer to align the workforce representation of BME staff with the student population within Newman University"

Action Plan

Action/s	Activity	Sources and Resources	Lead	Key Performance Indicator	Target Date
R&S training for recruiting managers	Review training programme for recruiting managers	Training programme resourced from Corporate Training budget.	Human Resources	Target audience: 100% of Chairs of the short-listing and interview panels will have received corporate R&S training. Programme in place and rolled-out to staff through a scheduled training calendar of events.	December 2013
	Liaise with training provider to ensure awareness of PSED objective	Statistical evidence from annual Equality Data Report and regular analysis from equality monitoring data		100% of recruiting managers have received corporate R&S training (with the exception of those appointed within their first 12 months). Programme in place and rolled-out to staff through a scheduled training calendar of events.	December 2014
	Identify recruiting managers and target training resources	Use of good practice and professional standards: CIPD and ECU		R&S training extended to <u>all</u> those members of staff engaged in the recruitment process and its administration. Programme in place and rolled-out to staff through a scheduled training calendar of events.	From April 2014
				R&S refresher training for existing recruiting managers provided on a 3 year recurring cycle	From April 2015
New starters receive Equality & Diversity Awareness programme; existing employees receive refresher training	Review training programme for delivery to new starters	Use of good practice and professional standards: CIPD and ECU	Human Resources	Target audience: 100% of new starters will have undertaken the awareness training within first 12 months of appointment from Sept 2012. Programme in place and rolled-out to staff through a scheduled training calendar of events.	September 2013
	Establish rolling programme to deliver a refresher course to existing staff			Increase staff survey response to 100% of staff awareness of Newman's commitment to equality. Currently, 96% staff say they were aware Newman had an Equality Policy and 96% also said they were	June 2014

				<p>satisfied with their level of awareness of diversity issues and how to react appropriately with colleagues (Staff Survey 2012)</p> <p>Mandatory refresher training programme in place and rolled-out to existing staff on a 3 year recurring cycle through an on-line training tool</p>	January 2013
Provision of a broader range of programmes to promote understanding and skills in Equality & Diversity (i.e. cultural awareness/multi-faith)	Design and deliver additional E&D training programmes for staff	<p>Use of good practice and professional standards: CIPD, ECU, ACAS, EHRC</p> <p>Engagement of colleagues with expert knowledge within the institution</p>	Human Resources	<p>Target audience: all staff will have the opportunity of attending a cultural awareness programme. Programme in place and rolled-out to staff through a scheduled training calendar of events.</p>	April 2014
Delivery of the 'Inclusion in the Curriculum' (IiC) programme	Revise programme for staff and deliver through the Academic Practice Unit (APU)	<p>Use of good practice standards and protocols: HEA, ECU and Hefce</p> <p>UK Professional Standards Framework (2011)</p> <p>Engagement of colleagues with expert knowledge in developing and applying IiC in the curriculum in conjunction with national initiatives i.e. 'Blackness in Britain' Conference at Newman University (Sept 2013)</p> <p>Student Retention & Success Programme</p>	APU and Student Services	<p>Target audience: academic staff and professional and support staff providing student support. Target staff trained (with the exception of those appointed within their first 12 months)</p> <p>HEA UK Professional Standards Framework embedded in CPD initiatives within the institution and reflected in annual appraisals for academic staff</p> <p>Practice embedded in policy and management processes, for example, service area MAR procedures and documentation</p> <p>Engagement and enhancement of good practice within the institution in both the knowledge and application of IiC; the outcome of which is reflected in a 10% increase in student satisfaction surveys</p>	<p>September 2014</p> <p>April 2015</p> <p>August 2015</p> <p>August 2015</p>

