



# **Dignity, Diversity and Equality (DDE) Action Plan 2010/11**

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## 1. Introduction

The Dignity, Diversity and Equality (DDE) Action Plan outlines the work Bournemouth University (BU) undertakes in this strategic area on a yearly basis. The work described below in the 2010/11 Action Plan is based on the agreed actions identified as part of the 2009/10 annual report which has been approved by the Dignity, Diversity and Equality Steering Group (DDESG) members and presented to the University's Senior Management Team, Human Resources Committee and Student Experience Committee.

For 2010/11 The Action Plan is split into five themes:

- Mental Wellbeing
- Student Experience
- Communication, Engagement and Promotion
- Legal and Regulatory Compliance
- Other

The reason for selecting these themes is to reflect the BU commitment to creating an environment which supports and promotes the wellbeing of its students and staff, which responds to staff survey feedback and where the provision of a high quality student experience is central to the work of the institution. To support students, staff and the wider community to understand our commitments to DDE it is vital that we take the opportunity to communicate our vision in this area. As a public sector organisation it is necessary that BU meets its legal and regulatory requirements and, where possible, reflects best practice within the region and the sector.

The themes identified within the Action Plan act as the structure for the annual report, which will be produced at the start of September 2011. The Equality and Diversity Adviser will co-ordinate a report on activities at the termly steering group meetings. Reports on DDE work will also be made to the Senior Management Team twice a year.

## 2. Dignity, Diversity and Equality (DDE) Action Plan 2010/11

Strategic Themes/ Priorities	Lead Owners	Objective	Outputs 2010/11	Affected Groups		
				Students	Staff	Community
<b>2.1 Mental Wellbeing</b>	Director of HR /Director of Student & Academic Services	To promote a positive approach to mental wellbeing at BU to all its staff and students	To obtain the <i>MINDFUL</i> Employer charter mark (by 31 January 2011).	x	√	√
			To establish the Bournemouth, Poole and Dorset <i>MINDFUL</i> Employer network (by 31 January 2011).	x	√	√
			To deliver one BU-wide poster and postcard campaign between 11-15 October to mark World Mental Health Day (10 October) which raises BU student and staff awareness of mental health issues and the support available.	√	√	x
			To review the support for students with mental health issues which will include: <ul style="list-style-type: none"> <li>reissuing the guidelines for staff in contact with students (by 17 December 2010).</li> <li>Introducing a fit to study policy (by 24 June 2011)</li> <li>A review of the student wellbeing framework (by 24 June 2011).</li> </ul>	√	√	x
<b>2.2 Student Experience</b>	General Manager Students' Union & Students' Union President	To embed DDE within the Students' Union	To develop a proposal to be considered at the DDESG 17 December meeting about developing one vodcast that describes for students the Students' Union commitment to DDE.	√	x	x
			Explore with the Students' Union by 17 December 2010 whether or not they want to use the Diversity at Work e-learning package to support SU staff and sabbaticals.	√	x	x
			In partnership with the Students' Union during 2010/11 academic year, support the development	√	x	√

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<b>2.2 Student Experience</b>	General Manager Students' Union & Students' Union President	To embed DDE within the Students' Union	of the student equality interest groups which are promoted via the relevant Students' Union/University media.			
	Senior Marketing Manager	To ensure DDE is embedded into the Student Experience at BU	To ensure that prospective students are able to access appropriate and timely information about Equality and Diversity issues in relation to studying at BU (by 24 June 2011).	√	√	√
	Director of Student & Academic Services/ Heads of Professional Services/Deans		To review current University practices for disabled students against the revised QAA Code of Practice for Disabled Students. To present a report to Academic Standards October 2010 meeting.	√	√	√
	General Manager Students' Union , Associate Dean Undergraduate students, Business School, individual programme leaders		To deliver (when invited) a programme of DDE training for student events via Welcome Crew Training, Peer Assisted Learning Programme, Student Inductions and individual programmes throughout the 2010/11 academic year.	√	√	√
	Academic Partnerships Manager		To establish what support there is for equality interest groups <sup>1</sup> (apart from disability <sup>2</sup> ) at BU partner institutions (by 24 June 2011).	√	√	√

<sup>1</sup> As defined by the Equality Act (2010).

<sup>2</sup> Disability is already incorporated into the audit of partner institutions

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<b>2.2 Student Experience</b>	Director of HR/ Director of Student & Academic Services	To ensure DDE is embedded into the Student Experience at BU	To co-ordinate the visit of the <i>DisabledGo</i> auditors to update the BU guide which will be completed (by 1 April 2011).	√	√	√
			To review the <i>DisabledGo</i> Good Practice Guide 2010 and to make relevant recommendations (by 17 December 2010).	√	√	√
<b>2.3 Communication, Engagement and Promotion</b>	Director of HR	To ensure the BU Board promotes the Corporate commitment to DDE	To ensure Board engagement/ awareness of the DDE agenda (by 24 June 2011).	√	√	√
	Chair of the DDESG/ Senior HR Adviser	To continue to develop and support a wide range of publications, events and campaigns which raise awareness of BU's commitment to DDE	To develop a proposal to be considered at the DDESG 17 December meeting about developing one vodcast that includes senior staff at BU which explains the corporate commitment to DDE to staff, students and the wider community.	√	√	√
			To deliver a number of DDE events/campaigns which may include: <ul style="list-style-type: none"> <li>• Black History Month (1 Oct-29 Oct 2010)</li> <li>• World Mental Health Day (10 Oct 2010)</li> <li>• LGBT History Month (1 Feb-28 Feb, 2010)</li> <li>• International Women's Day (8 March 2011)</li> <li>• Eating Disorder Week (20 Feb-26 Feb 2011)</li> <li>• Deaf Awareness Week (27 June- 4 July 2011)</li> </ul>	√	√	√
			To deliver a programme of Forum Theatre at BU entitled <i>Working at an inclusive BU</i> by the end of 2010/11 academic year.	√	√	x
			To develop relevant publicity materials which can be used at open days, inductions and equality events by the end of 2010/11.	√	√	√

Strategic Themes/ Priorities	Lead Owners	Objective	Outputs 2010/11	Affected Groups		
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<b>2.3 Communication, Engagement and Promotion</b>	Chair of the DDESG/ Senior HR Adviser	To continue to develop and support a wide range of publications, events and campaigns which raise awareness of BU's commitment to DDE	To explore obtaining Athena Swan Status at BU and present a paper for consideration at the DDESG meeting on 6 July 2011.	x	√	√
			To continue to develop relevant information for the DDE section of the website and student/staff Portals (by the 24 June 2011).	√	√	√
			To provide or contribute to staff development events throughout the 2010/11 academic year including: <ul style="list-style-type: none"> <li>• staff induction</li> <li>• staff recruitment and selection</li> <li>• reasonable adjustments/core competencies and supporting disabled students</li> <li>• PG Certificate in Education Practice</li> </ul>	x	√	x
	Director of HR/ Chair of the DDESG		To seek by 29 July an increase in established staff completion of the Marshall Diversity at Work e-learning resource.	x	√	x
<b>2.4 Legal and Regulatory Compliance</b>	Director of HR/ Senior HR Adviser/ Equality and Diversity Adviser	To continue to meet existing commitments under equality legislation and regulatory frameworks	To publish a Disability Equality Duty Report by 3 December 2010 which reports on the work undertaken to meet this specific equality duty	√	√	√
			To refresh the existing BU Race Equality Scheme and Action Plan (by 17 December 2010).	√	√	√
		To meet existing and future commitments under the Equality Act	To submit a briefing paper to the DDESG meeting on 17 September which provides an update on the new legislation.	√	√	x

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<b>2.4 Legal and Regulatory Compliance</b>	Director of HR/ Senior HR Adviser/ Equality and Diversity Adviser	To meet existing and future commitments under the Equality Act	To deliver 4 staff development activities which raise awareness of the Equality Act (by 24 June 2010).	x	√	x
			To meet the public sector duty of the Equality Act by launching the BU Single Equality Scheme/objectives (by 8 March 2011).	√	√	√
		To continue to make significant progress in the roll-out of Equality Impact Assessments in all areas of the University Schools and Professional Directorates	To review the BU EIA guidelines in response to new guidance and the Equality Act with the intention of presenting a roll-out plan to Schools and Professional Services at the DDESG meeting on 8 December 2010.	√	√	x
			To publish BU completed impact assessments on the DDE section of the portal/website (by 17 December 2010).	√	√	√
<b>2.5 Other</b>	Director of HR/ Senior HR Adviser	To review the support for disabled staff at BU	To present a report which summarises the existing provision and makes appropriate recommendations at the DDESG meeting on 6 July 2011.	x	√	√
			To ensure DDE is considered in BU REF activities	To provide DDE e-learning training to the REF Academic Steering Group/Academic Team (by 29 October 2010).	x	√
		To complete the BU REF Draft Code of Practice E&D guidelines (by 4 October 2010).		x	√	x
		To provide bespoke DDE training to the REF Academic Steering Group/Academic Team (by 28 February 2011).		x	√	x



Strategic Themes/ Priorities	Lead Owners	Objective	Outputs 2010/11	Affected Groups		
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<b>2.5 Other</b>	Director of HR/ Chair of DDESG/ Senior HR Adviser	To ensure DDE is considered during the annual BU Strategic Plan activities	To ensure any DDE projects for 2011/12 which require funding are considered at the DDESG meeting on 8 March 2011.	√	√	√
		To work with relevant staff in HR and Student Administration to coordinate regular and appropriate diversity statistical returns and analysis and advise on action to be taken as appropriate	To complete the equality and diversity section of the University's CSR Return by 31 January 2011.	√	√	x
		To respond to external consultations by relevant organisations	To complete surveys and other relevant consultation documents which have sent to the sector by EHCR, ECU, DWP, GEO, UCEA.	√	√	√
		To agree a standard format for the 2010/11 Action Plan and Annual Report	To update the Equality and Diversity Action Plan and to place it on the DDE section of the BU portal/ website (by 30 September 2011).	√	√	√
			To present the annual report to: <ul style="list-style-type: none"> <li>• Senior Management Team TBC September 2011.</li> <li>• Human Resources Committee 6 October 2011.</li> <li>• Student Experience Committee 23 November 2011.</li> </ul>	√	√	√

### **3. Abbreviations**

- BU – Bournemouth University
- CSR – Corporate Social Responsibility
- DDE – Dignity, Diversity and Equality
- DDESG – Dignity, Diversity and Equality Steering Group
- DWP- Department of Work and Pensions
- ECU – Equality Challenge Unit
- EHCR – Equality and Human Rights Commission
- EIAs – Equality Impact Assessments
- GEO – Government Equalities Office
- HR - Human Resources
- LBGT – Lesbian Gay Bisexual and Transgender
- QAA – Quality Assurance Agency
- REF – Research Excellence Framework
- UCEA – University Colleges Employers Association

### **4. Contact Details**

If you have any comments about the BU Dignity, Diversity and Equality Action Plan please contact the Equality and Diversity Adviser.

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