

Canterbury Christ Church University

Notes from the Equality & Diversity Delivery Group Meeting held on 16th February 2010

1. Present

Brenda Didmon, Kathryn Goldfinch, Melissa Hackney, Sarah Johns, Tony Lavender, Derek Maslin, Moira Mitchell, Lyn Saunders, Margaret Scott, Simon Wright,.

2. Apologies

Sheila Bonnage, Hilary Bungay, Lynne Gill, Richard Henson, Kathy Chaney, Tsige Sherrington.

3. Chairs Remarks

TL announced that he would chair the meeting as, in the absence of an administrator, MM would be taking notes. Introductions were made around the table and Sarah Johns, Human Resources Advisor, was introduced to the group. She will be taking over from Simon Wright as Equality and Diversity lead in the Human Resources department.

TL updated the group regarding discussions in relation to the structure of the Equality and Diversity Committee. The Terms of Reference and Membership are currently being revised. Once this is completed the Terms of Reference and Membership for the Equality and Diversity Delivery Group will also be revised. From 2010/11 it is envisaged there will be tighter reporting from the Delivery Group to Committee and that the Delivery Group will be chaired by TL.

4. Notes of previous meeting

Read and agreed.

5. Equality and Diversity Committee Update

MM explained that minutes of the meeting held on 27th January were not ready to be shared with the group but she ran through the main items covered in the meeting. When ready the minutes will be posted as usual on the Equality and Diversity web pages.

Action: Minutes of Equality and Diversity Committee to be posted on website.

6. Gender Equality Scheme

This had been the main agenda item at the previous meeting of the Delivery Group. MM explained that the deliberations of the group had fed directly into the revised scheme which had been circulated to the group.

TL provided an overview of the Equality & Diversity Committee and Senior Management Team (SMT) discussion about the scheme which had spent some time on occupational segregation. SMT had discussed whether it was possible and appropriate for the University to attempt to change occupational segregation within its staff body when that segregation reflected society as a whole. Both the committee and SMT had concluded that it was not possible to reach a conclusion without accurate data and had suggested further analysis of

specific occupational groups. The group discussed what these could be and members agreed to identify data in specific areas.

The scheme had been approved (with minor amendments) by the Senior Management Team and the Equality and Diversity Committee. It would be presented to the Governing Body for ratification at its meeting on 30th March.

Actions: LS to research labour force data; TL to research health data; MM to research occupation-specific data available from HEIDI (HESA); MM to request data on the primary education sector from Sue Kendall-Seatter.

7. Dignity at Work Volunteers

TL indicated that this issue was intended as the main discussion item for the meeting and invited MM to introduce the subject. A draft role description and application form were circulated for discussion. MM explained that the creation of a network of Dignity at Work Volunteers was an action resulting from the staff survey. SW explained the background of the Dignity at Work policy and the outcome of previous discussions with the unions about the remit of the volunteers.

The group discussed the role description in detail and revised it substantially. There was a broad discussion about how the volunteer network would operate in practice with a particular focus on such issues as confidentiality. A number of actions were agreed as below.

Actions: MM to revise role description and work with Human Resources to finalise; SW to revise Dignity at Work policy; MM to liaise with Tracy Bell-Reeves regarding training and Judy Challys, the University's Volunteer Coordinator.

8. Student Data Analysis 2006-08

The group discussed the student data analysis which had been to the Equality and Diversity Committee and will be included in the Annual Report. There was a discussion about the reporting of religion and belief status and it was suggested that Registry would be able to shed further light on this.

Action: MM to contact Registry regarding the reporting of religion and belief status.

9. Staff Survey Outcomes

The group reviewed the paper regarding staff survey outcomes posted on StaffNet by the Vice Chancellor. TL and SW provided more detailed updates on the specific actions listed in the paper.

10. Any other business

MS raised the issue of the revised Attendance and Cause for Care and Concern policies. She pointed out that the Student Support and Guidance already had students who had missed ten expected learning contacts and that teaching staff need to refer students much earlier to allow appropriate intervention.

Action: MM to raise at the Points Based Visa System Working Group.