

Appendix 1 - SEP Interim Action Plan Updates (March – June 2024)

This action plan update is based on objectives identified in the Strategic Equality Plan action plan and will be reviewed at least annually by the Equality, Diversity, and Inclusion Committee.

Please note this is not an exhaustive report of every activity undertaken to improve Equality, Diversity, and Inclusivity across the University, as there has been positive work carried out independently of the Strategic Plan and work that has had an impact across all objectives of the Strategic Equality Plan.

The progress report contains information on what has been achieved to this date throughout the reporting period, April 2024-March 2025, specifically, the three-month interim SEP and the action plan transitional period (March – June 2024).

The actions have been RAG rated (Red/Amber/Green) and the below provides an overview of the situation at the end of June 2024.

Red	Very limited or no progress
Amber	Some good progress or progress in areas not covered by the measurable outcome(s)
Green	Excellent progress or action complete but unable to meet specific wording of measurable outcome(s)
Fluorescent Green	Action complete

	Action Number				
Obj 1 - A University that supports an inclusive student journey through recruitment, admissions, wellbeing, and learning environment.	1	2	3		
Obj 2 - Creating a staff environment where we improve the diversity of our recruitment and enable our staff to progress and develop in a supportive environment.	4				
Obj 3 - Equip staff with tools to help foster good relations and build inclusive team cultures.	5	6	7	8	9
Obj 4 - Creating an accessible physical and digital environment that is responsive and supportive to individual needs.	10	11	12		
Obj 5 - Enhancing governance structures and committee membership, in addition to establishing assurance processes to support adherence to the legal, ethical, and professional standards, placing equality, diversity, and inclusion at the centre of the decisions that we make	13	14	15	16	

Objective 1: A University that supports an inclusive student journey through recruitment, admissions, wellbeing, and learning environment.

No.	Action	Desired outcomes	Accountability	Timescale/target date	1 st April 2024 – 31 st June 2024
1	Review the 2023/24 completion data of the EDI Awareness Module and identify issues and areas for improvement in promoting	Incoming students are informed about EDI and anti-racism and equipped with the skills to support an inclusive learning	EDI Hub	September 2024	College EDI Deans have been contacted to work with their schools to schedule 2-hour timeslots in their induction week so students can complete the training. During the current academic year 23/24, the module was completed by ~3000 students. The module has received an

	the module for the September 2024 cohort.	and social environment and the values of the institution.			overwhelmingly positive response, with an overall satisfaction score of 4.5 out of 5 (n=1793).
2	Begin implementation of recommendations from contextual admissions review and develop metrics for success.	Improved criteria and success measures are agreed in order to encourage and support applications from those likely to be classed as contextual, conversion of contextual applicants to entrant, progression, and degree outcomes.	Head of Admissions	Ongoing	The paper has gone in for review. Chair to decide actions going forward, will be absorbed into Business as Usual (BAU) work.
3	Develop an action plan to address gaps in service provision for students and prioritise targeted and efficient responses to critical issues.	Resources are strategically focused to maximise the impact of improvement measures that benefit student wellbeing.	Head of Disability and Access Support	Ongoing	A draft action plan has been developed based on an audit of activity and analysis of available data. Actions going forward will be absorbed into BAU work.

Objective 2: Creating a staff environment where we improve the diversity of our recruitment and enable our staff to progress and develop in a supportive environment.

No.	Action	Desired outcomes	Accountability	Timescale/target date	1 st April 2024 - 31 st June 2024 Update
4	Review the initial implementation of Diverse Interview Panels (DIP) and develop plans for enhancing recruitment, reward, and recognition for participants, and guidance for all interview and shortlisting panels.	Disparities in the recruitment pipeline begin to be identified and addressed, improving the number of diverse candidates appointed. Staff become better aware of bias in recruitment practice and are equipped with the knowledge and know-how to address it.	Human Resources	September 2024	The action is on hold due to unforeseen contingencies. Objective to be rolled into the SEP Action Plan 2024 – 2028.

Objective 3: Creating an inclusive University culture based on building and maintaining relationships.

No.	Action	Desired outcomes	Accountability	Timescale/target date	1 st April 2024 - 31 st June 2024 Update
5	Update university EDI pages and develop an EDI terminology and inclusive	Staff and Students can easily find information and	EDI Hub, Communications, HR		Objective not started due to the organisation requiring additional resources for Y Sgwrs Fawr (The Big Conversation), capacity issue.

	guide in collaboration with key stakeholders to support and build confidence amongst staff to use inclusive language in their respective areas of work and engagement.	guidance on EDI and Anti-racism and apply this guidance to their work and study.			Objective to be rolled into the SEP Action Plan 2024 – 2028.
6	Progress development of a centralised reporting tool for staff and students, including supporting resources and infrastructure.	A more centralised and cohesive approach to reporting incidents of identity-based harassment and clear pathways of support for any staff member or student making a report.	EDI Hub and PMO	Ongoing	Report and Support Tool for students launched in October 2024. Objective to be rolled into the SEP Action Plan 2024 – 2028.
7	Progress submission on University Race Equality Chartermark (Bronze), Athena Swan (Silver), and begin planning for 2024 Stonewall Workplace Submission, and scoping for Disability Charter accreditation.	Advancement of inclusive practice through the submission process.	EDI Hub	Ongoing	Athena Swan Charter Mark update: Self-Assessment Team up and running, setting up Sub-groups to drive areas of work including data analysis and assessment of School Action Plans; Support structures: support from across the University will be required to implement current and future action plan; some areas not responding, a risk to the upcoming and future applications; Catalysing Athena Swan/Juno Resources team on Teams: encouraging engagement and supporting each other; collected and built a library of action plans, redacted applications and feedback to

					<p>support School submissions and share good practice.</p> <p>Race Equality Charter Mark update: Consultation on action plan and priorities set for 20th / 21st June in person; Online versions of the draft action plan will be released in July; We are aiming to collect feedback and analyse this over the summer period to make amendments to the action plan; Draft application being written currently, due to submit a draft application for peer review in August; Results of peer review to be returned late August; Aiming for the November submission.</p> <p>Disability Charter Mark not scoped due to lack of capacity.</p> <p>Objective to be rolled into the SEP Action Plan 2024 – 2028.</p>
8	Roll out EDI Training updates, including, but not limited to, anti-racism courses to support staff to put learning into practice, and enhance knowledge on Race Equity, inclusion, and belonging. Scope additional training on	Staff are better supported and empowered to engage with EDI and anti-racism principles and practices and are confident in applying them.	HR, Organisational Development	Ongoing	<p>We have seen an increase in attendees to our training and requests for doing more bespoke training, i.e., Taith team, Medicine, BIOSI, etc. A full report has been produced, and associated comms have been developed and shared with staff, which will reflect these findings and how staff can get involved.</p> <p>Objective to be rolled into the SEP Action Plan 2024 – 2028.</p>

	disability awareness for managers.				
9	Develop guidance, support, and training for research staff on embedding EDI and Anti-racism into the research lifecycle and grant application process, and REF.	Researchers can confidently demonstrate inclusive research practice to funders and can apply EDI and Anti-racism practice to their projects at every stage of the research lifecycle.	Research and Development	Ongoing	Some work has been completed with EDI and antiracism, with research culture work, and SEP. Actions going forward will be absorbed into BAU work – Action Closed.

Objective 4: Creating an accessible physical and digital environment that is responsive and supportive to individual needs.

No.	Action	Desired outcomes	Accountability	Timescale/target date	1 st April 2024 - 31 st June 2024 Update
10	In consultation with key stakeholders, prioritise areas for improvement toward inclusive and accessible spaces, and identify ways in which space can be repurposed to be multifunctional to meet the diverse needs of the CU Community.	CU community wellbeing and experience is improved by access to and the design of communal and individual spaces.	Estates	Ongoing	Accessibility guidance from an external reviewer and prioritise actions. Implementation for financial year 24/25. Objective to be rolled into the SEP Action Plan 2024 – 2028.

11	Implement recommendations from the accessibility review of ICT and digital services and establish workstreams to ensure services and products remain fit for purpose and improve communication and visibility of these services.	Staff and students benefit from improved access to services, and teams have a clear roadmap for monitoring and engagement.	ICT	Ongoing	<p>(Head of IT Service Delivery) is leading on enhancing our IT service provision for individuals with additional accessibility needs. We have conducted a review of the assistive software that we offer (benchmarking against both Welsh universities and other Russell Group Universities) and found that broadly we are on par with or exceed the provision of the other universities surveyed. We are also ensuring that all our frontline IT staff attend the University's Disability Awareness for Frontline Staff course. We began this in December and will continue this throughout the year. Our next steps will be to review the recommendations of the assistive software review report. Working closely with both our internal EDI group and IT Support teams, we aim to identify and implement enhancements to further improve our service offerings. This will likely lead to two workstreams. One will focus on ensuring the services we provide remain fit for purpose. The second will be to ensure we are making use of the best communication channels/methods to publicise and provide IT support for those with additional needs.</p> <p>A programme of work is underway to identify gaps in our current service offerings and to look at ways they can be improved and actions incorporated into the new SEP.</p>
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					Objective to be rolled into the SEP Action Plan 2024 – 2028.
12	Begin roll-out of planned EDI-relevant page updates and new content aimed at improving online access and signposting of services, training, guidance, and support.	Staff and Students can easily find information and guidance on EDI and Anti-racism and easily navigate to specific services and support.	Digital Comms, EDI Hub	Ongoing	Digital Communications now runs routine accessibility checks across our websites (public website, student intranet, staff intranet) and makes recommendations to content owners/technical owners on how to improve accessibility based on our audits/findings. Worked with the Student Life team to update the 'Financial support for asylum seekers' website content. and have worked with the Corporate Policies Project to promote the use of accessible documents within the University and provide advice on guidance on creating said documents. Worked with the VC office and Estates to implement the new AccessAble website (accessibility guidance for all of the buildings across our campus), including sourcing icons and setting up web links. Working with the Student Life team to review the effectiveness of our 'EDI student support' website content. Focus groups with students are scheduled, and an official name for this EDI-tailored support service will be proposed, alongside website content improvements. Tested the new University brand (specifically for accessibility purposes). A test/focus group was created, and we ran said test with the Think Differently group within the University.

					Provided accessibility feedback and actions for the new Student Futures microsite. Added 'Accessible services' content to the Graduation 2024 website content. Recently started a project to look at how we display scholarships and bursaries online, including those suitable for individuals with differing needs and circumstances. The aim is to make it easier for these individuals to find the funding routes they may be eligible to apply for.
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Objective 5: Enhancing governance structures and committee membership, in addition to establishing assurance processes to support adherence to the legal, ethical, and professional standards, placing equality, diversity, and inclusion at the centre of the decisions that we make.

No.	Action	Desired outcomes	Accountability	Timescale/target date	1 st April 2022 - 31 st March 2023 Update
13	Finalise Operational and Advisory Groups (OAG) for EDI Committee, ensuring chairs and members have appropriate training and agreed terms for reward and recognition for participation.	EDI governance is enhanced through additional oversight of key decisions and informed by lived experience and expertise. OAG members are equipped to facilitate meetings and discussions and engage with committee	EDI Hub	October 2024	The OAG is due to launch in the new academic year; progress is on track; we are aiming to launch the expression of interest forms next month and finalise who will be the co-chairs for the groups.

		structures and processes.			
14	Roll out updated EIA guidance and training to equip staff and students with the knowledge and confidence to use EIAs as an effective tool for inclusion and to demonstrate compliance with equality legislation.	Business and research outputs, policies, and strategies are inclusive, and the university can demonstrate best practice compliance with Equality legislation.	Compliance and Risk	Ongoing	An integrated assessment policy and guidance have now been drafted (this was a request from PSB) and recently shared with the Head of EDI for initial feedback before further consultation. Part of the new SEP. Introduce a screening tool, data protection, and Welsh language; accessibility and content of the document to make it user-friendly; guidance and training. Objective to be rolled into the SEP Action Plan 2024 – 2028.
15	Finalise EDI Governance and Committee structures, ensuring clear roles and responsibilities, risk and assurance mechanisms, and effective processes for monitoring and evaluating progress on EDI objectives and the new Strategic Equality Plan.	EDI Governance is proactive, identifying and addressing EDI issues and risks, and advancing the 2024-28 Sep and Action Plan	EDI Hub	October 2024	Changes to committees and sub-committees have been paused due to the inception of the transformation programme. However, new delivery structures for EDI have been finalised, with the programme management approach to the delivery of the Strategic Equality Plan and the introduction of the Oversight and Advisory Groups due to be introduced by autumn 2024.
16	Ensure alignment to and embedding of equality objectives and SEP 2024-2028 priorities within the	A consistent and embedded approach to EDI and Anti-racism is evident in the	EDI Hub, Strategic Planning	July 2024	Strong alignment of the Strategic Equality Plan 2024-2028 with institutional strategy. SEP due to be approved at Council in July 2024. The Governance Committee recommended its

	new university strategy, and across local and supporting strategies.	development of institution-wide strategy.			approval and highlighted the strong alignment with institutional strategy.
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