

LGBT+ ACTION PLAN v9 February 2019

This is the current version of the University’s LGBT+ Action Plan, developed within the University’s LGBT+ Action Plan Group, aimed at supporting our LGBT+ staff and students, and meeting the University’s KPI of Top 50 in the Stonewall Workplace Equality index by 2020.

The status of this Action Plan is that, following discussion within the group, and feed-in from other stakeholders, this plan represents what the Dean for Diversity and Inclusion who leads on LGBT+ understands that we are working to achieve on the LGBT+ front.

	Theme & Score (from 2018, scores for 2019 to come in March)	Key areas for Improvement from Stonewall feedback	Actions Proposed	Lead (in many cases subject to their agreement)	Timescale
	N/A	N/A	0.1 Produce guidance for LGBT staff/students working overseas (with intro from Enzo), e.g. through borrowing stuff from elsewhere (other unis, LGTB+ network of networks), including advice on thinking about risk assessments.	Simon C-W working with LGBT co-chairs, Enzo, Claire Rolstone, Student Services, Procurement	In time for next WEI submission in September.
1	<p>Policies and Benefits</p> <p>11.5/15</p> <p>Sector Average 8</p> <p>Top 100 Average 11</p>	Some family policies could be a lot more explicitly inclusive and less unnecessarily gendered.	<p>1.1 Sort out any remaining issues regarding student use of “preferred names” e.g. on RISIS, Blackboard, MSL (+ RUSU).</p> <p>1.2 Further update of Transgender policy to include more guidance (in part through adding in guidance already prepared by Yasmin and Cathy).</p> <p>1.3 Minor update to Uni Equal Ops Policy to reference banning discrimination based on gender identity and gender expression, plus add gender reassignment into the</p>	<p>Paddy Woodman</p> <p>Yasmin Ahmed (light touch version, plus say something about 1.1 talking to Paddy)</p> <p>Simon Chandler-Wilde</p>	<p>To be confirmed</p> <p>In time for next WEI submission?</p> <p>External speaker change requested, Equal Ops Policy change to be requested by Sept</p>

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			<p>discrimination clause in our External Speaker Policy.</p> <p>1.4 As the harassment policy is currently being updated, make sure that there is an explicit reference to sexual orientation and gender identity as well as advice on how to manage bullying and harassment incidents that are homophobic, bi-phobic or transphobic and how to report them, plus something on challenging inappropriate behaviour (no bystander).</p> <p>1.5 Regarding the specific feedback about family policies, arrange a phone meeting with Stonewall and HR to probe this, with a view to minor edits.</p> <p>1.6 Make sure that new D&I online training that is in progress by PD is at least as good in terms of sexual orientation/gender identity, and that sexual orientation/gender identity fed into new RISE@Reading training.</p>	<p>Simon C-W + LGBT Plus Co-Chairs to feed into Claire Rolstone</p> <p>Simon C-W</p> <p>Hannah Henretty/Steph Hayward (Simon C-W has flagged this with them)</p>	<p>Done, e.g. misgendering, biphobia, transphobia, explicitly mentioned now in harassment policy.</p> <p>Done, and minor edits completed.</p> <p>Done. New staff D&I online training rolling out in Spring does this, e.g. LGBT+ (and other)</p>

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					networks groups), harassment examples, including misgendering.
2	<p>Employee Lifecycle</p> <p>15.5/27</p> <p>Sector Average 13</p> <p>Top 100 average 20</p>	Best practice would be a mechanism through which employees leaving the organisation can raise any issues related to sexual orientation/gender identity and for this to be acted on by the organisation.	<p>2.1 Make sure that the new exit interview system addresses this. Ask HR for a paragraph explaining how the info from this system will be acted on, including specifically if any issues are raised related to sexual orientation/gender identity</p> <p>2.2 Improve statements in job packs, through Jobtrain, on Jobs pages so that they include statements explicitly valuing diversity, explicitly inclusive of sexual orientation and gender identity.</p> <p>2.3 Check what is in D&I section of new induction on sexual orientation and gender identity (add one or two more DI playing cards??)</p>	<p>Claire Rolstone</p> <p>Simon C-W working with HR</p> <p>Hannah Henretty in People Development (Simon C-W has raised this and 2.4/2.5 with Hannah)</p>	<p>Get some paragraph on this for next WEI in September.</p> <p>Done.</p> <p>Capture what is there already on D&I for next WEI. One or two playing cards to be added at next refresh.</p>

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			<p>2.4 Do we have anything explicit on gender identity/LGBT in terms of reducing bias and discrimination on recruitment training?</p> <p>2.5 Make sure that new D&I online training under development includes information on routes to report bullying and harassment.</p> <p>2.6 Introduce University annual message on Bivisibility day.</p> <p>2.7 The Academic promotions process has as examples active membership/leadership of LGBT Plus and other network groups. Mirror these examples in minor amendments to other rewarding staff materials.</p> <p>2.8 Get Gender Neutral toilets back on the campus maps.</p> <p>2.9 Develop plan for extending gender neutral toilets, signposting them, labelling them.</p>	<p>People Development</p> <p>People Development</p> <p>Simon C-W working with LGBT Plus network/RUSU Simon C-W with Claire Eckitt/Susan Thornton</p> <p>Janis Pich with MCE</p> <p>Janis Pich (Gender Neutral toilet policy has been developed and consulted on and has been approved by UEB) Nozomi Tolworthy working with FTT on survey following</p>	<p>Check with PD for next WEI in September. Done, and rolling out in Spring.</p> <p>23 September!</p> <p>To be confirmed.</p> <p>Done</p> <p>Gender Neutral Policy has been done. Roll out is ongoing.</p>

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				introduction of gender neutral toilets. Janis investigating where HBS are.	
3	LGBT Employee Network Group 7.5/22 Sector Average 10 Top 100 Average 17	It would be good to see the network engaging in a wider range of activity, particularly focussing on multiple identities and initiatives (whether small/large scale, online or offline) which explore the experiences of LGBT people of faith, BAME LGBT people and people with disabilities.	3.1 Develop a programme of LGBT Plus Network activities that addresses this feedback, but in a low cost way (in network leadership time) through: i) Augmenting the leadership (including new co-chair plus ally lead); ii) Increasing LGBT Plus membership and using more members to do stuff (e.g. a lead for interface with Cultural Diversity Group?, leads for particular part of L-G-B-T?); iii) Joint organisation of events addressing feedback, e.g. with other network groups at Reading, with network groups elsewhere, with RUSU, with University. iv) Working with network of networks.	LGBT Plus Co-Chairs (this is in progress!)	Ongoing.

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			<p>3.2 Introduce reverse mentoring into UEB or Council, as one of the actions from recent discussions on diversifying UEB, with an LGBT component.</p> <p>3.3 Offer LGBT+ mentors as part of Uni mentor pool.</p> <p>3.4 Continue to consult LGBT Plus, e.g. on changes in policy, involve LGBT Plus in Induction, ...</p>	<p>As first steps LGBT Plus Co-Chairs + Susan Thornton having initial conversations on 3.2/3.3/3.5. Also Bev Searle from Berkshire NHS will talk about their experience at next Thames Valley meeting on 21/9/18</p> <p>Susan Thornton/Co-Chairs LGBT Plus</p> <p>VC/UEB/HR/All (This is happening (too much!?) e.g. recently on Harrassment/Bullying Policy, on REC, on Relationships policy)</p>	<p>Initial conversation has been had. PD view is that this is the wrong moment.</p> <p>Done, and in new guidelines (for some staff categories).</p> <p>Ongoing</p>

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			3.5 Investigate providing mentors to provide follow-on support to those on Stonewall Role Model programme, to help implement commitments at programme and to think through further development steps.	Susan Thornton/LGBT Plus Co-Chairs (discussion will happen soon)	TBC
4	Allies and Role Models 13/22 Sector Average 8 Top 100 Average 15		4.1 Seek to attract visible LGBT Role Models in Leadership Group (and specifically in UEB) as part of the recruitment process, e.g. instructions to head hunters, recruitment materials. 4.2 Visibility of Trans role models, e.g. on Faces of Reading. Maybe use Rosemary Taylor if not actual staff member? 4.3 Larger guidance on supporting trans staff and students (see above under policy). 4.4 Component in our initial allies training session on trans (including pronouns, misgendering).	Simon C-W to raise through Appointments and Governance, e.g. in relation to new VC appt Simon C-W (who has written to LGBT Plus). Max Riley/Pete Chamberlain/Calvin	Ongoing. New VC Appt was advertised through Stonewall jobs website. Rebecca Harris now on Faces of Reading For next Allies Training session in May 2019

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			<p>4.5 Introduce standard UoR LGBT Allies email signature</p> <p>4.6 Continue Stonewall Role Model training, plus places at Stonewall Workplace Conference</p> <p>4.7 Continue Stonewall Leadership training</p> <p>4.8 Continue internal LGBT+ Allies training, with stronger trans component</p> <p>4.9 Continue Trans Awareness Training (and introduce a more advanced version?)</p>	<p>Smith have been asked to think about this.</p> <p>Allies network (done and being used pretty widely)</p> <p>Simon C-W/Yasmin Ahmed</p> <p>Susan Thornton/Hannah Henretty</p> <p>Simon C-W working with LGBT Plus, RUSU, Sinead</p> <p>Deb Heighes, Simon C-W, Sinead, working with Rosemary Taylor</p>	<p>Done</p> <p>New advert needed as soon as dates of sessions are out.</p> <p>Ongoing</p> <p>Ongoing. Two dates in 2018-19 in LGBT+ History Month and near IDAHOBIT</p> <p>Ongoing. Two dates in 2018-19 in LGBT+ History</p>

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			<p>4.10 Produce language associated with LGBT+ identity information sheet.</p> <p>4.11 Produce guidance for allies brochure with intro from VC, to support allies training</p>	<p>LGBT Plus member + ally</p> <p>Discuss at next meeting, seek volunteer to take forward</p>	<p>Month and near IDAHOBIT Done.</p> <p>To be confirmed.</p>
5	<p>Senior Leadership</p> <p>13/17</p> <p>Sector Average 6</p> <p>Top 100 Average 11</p>		<p>5.1 Other UEB members occasionally deputise for UEB LGBT+ Champion, e.g. concretely a UEB member showing a face at Reading Pride, a at IDAHOBIT</p> <p>5.2 Continue to have large engagement from VC, other UEB, other members of Leadership Group, involvement in events, training, conferences. Keep up messaging, e.g. VC message on IDAHOBIT.</p>	<p>VC/Rachel Helsby</p> <p>VC/Rachel Helsby/Simon C-W (on comms)</p>	<p>Ongoing</p> <p>Ongoing</p>
6	<p>Monitoring</p> <p>7/21</p>	<p>The question asked of staff in relation to sexual orientation is fine, however best practice would be to remove the unnecessary gender markers in the Q (e.g. gay/lesbian</p>	<p>6.1 Find a method to gather gender identity data, including trans and non-binary identities, at recruitment and via ESS in an appropriate confidential way.</p>	<p>Richard Speight/Simon Burden HR</p>	<p>This has been quietly implemented by HR, but needs</p>

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	<p>Sector Average 8</p> <p>Top 100 Average 10</p>	<p>rather than gay man/lesbian woman – and then cross reference with any data on gender). [Let's leave this temporarily but in WEI cross-refer to Stonewall's own guidenace https://www.stonewall.org.uk/sites/default/files/do_ask_do_tell_guide_2016_0.pdf] It would be good practice to monitor recruitment stages to identify any gaps or barriers for LGBT people, as well as have a comprehensive pay graded dataset for existing staff for the same reasons.</p>	<p>6.2 Monitor and analyse from application to appointment the success rate of LGBT applicants. (Possible now with applicant-tracking system.)</p> <p>6.3 Introduce LGBT monitoring into differentials in pay ???</p> <p>6.4 Increase sexual orientation declaration rates – but how? Campaign like previous campaign possible, but the campaign in summer 2017 had limited impact. Use materials from Stonewall's "What's in it for me"?</p>	<p>Yasmin Ahmed</p> <p>??</p> <p>Simon C-W/MCE/HR</p>	<p>further work and comms</p> <p>To go into next D&I annual report</p> <p>Tentatively after Easter this year (across all protected characteristics), but sort out gender identity question first</p>
7	<p>Procurement</p> <p>7/17</p> <p>Sector Average 5</p>	<p>(Only positive feedback despite low score!)</p>	<p>7.1 Keep up the positive engagement!</p> <p>7.2 Offline procurement phone meeting with Stonewall plus Yasmin/Simon to agree procurement actions. (Some Unis are achieving 15/16/17 points.)</p>	<p>Procurement Simon/Yasmin to arrange. Procurement have had phone meeting directly with Stonewall to develop actions.</p>	<p>Ongoing</p> <p>Done.</p>

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	Top 100 Average 12		7.3 In question 7.3 we didn't really answer the question and/or talked about actions planned rather than completed.	Procurement	
8	Community Engagement 8/20 Sector Average 11 Top 100 Average 17	It would be good to see the university using its position to also work with trans specific community groups and events where possible	8.1 Need to engage with support specific Trans community groups (work with Support U doesn't count, but maybe we can work specifically with RTrans within Support U). This might be done by School/Function level actions 8.2 Need to make sure we collect through diversity leads all relevant examples across the Uni 8.3 Engage with Stonewall's Come out for Trans campaign with posters/badges, e.g. through our allies network and through next Allies recruitment event 8.4 Trans speaker at Wolfenden lecture?	Conversation with Alyssa Henley at RTrans initially (conversation arranged with Alyssa, plus Alyssa will talk at next Thames Valley meeting) Yasmin ?? Simon C-W (meeting on this with LGBT Plus chairs plus Kate McNaboe arranged for October)	Initial conversation soon Annual, for September Done. Jake and Hannah Graf (Stonewall 2019 Trans Champion) to speak on 16/5/19

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9	<p>Clients, customers and service users</p> <p>4/17</p> <p>Sector Average 7</p> <p>Top 100 Average 12</p>	<p>We would like to see that the uni maps the journey of a prospective student to identify and barriers, and also monitors satisfaction of LGBT students more consistently. Running a search on the university's website for 'LGBT' also brings up no results, [MCE have fixed this, it looks good now] so it would be good to see something added to communicate the university's LGBT inclusion work, through the website and student prospectuses.</p>	<p>9.1 Workshop with the various student services (and RUSU) with our Stonewall client manager talking through the tools that Stonewall has for working with service users. As part of this gather examples of existing good practice (to advertise).¹</p> <p>9.2 Otherwise, find out the good stuff we are doing already, e.g. within counselling service?</p> <p>9.3 Monitoring LGB and T journey through University: application/achievement.</p> <p>9.4 Are we communicating LGBT inclusivity, LGBT Society, Stonewall support, LGBT Plus staff</p>	<p>Yasmin/Jen Corless to arrange</p> <p>Yasmin (including through Paddy, Jen Corless, Selina Patankar-Owens)</p> <p>Student services as part of D&I annual report</p> <p>MCE/Jen Corless/RUSU/Jen Rich</p>	<p>To be confirmed</p> <p>Annual</p> <p>Annually</p> <p>Ongoing</p>

¹ Notes related to LGBT+ Action Plan Group discussion March 2018 on this section.

- i) Are we flagging Curriculum framework and work on diversifying curriculum (e.g. classics workshop on queering curriculum);
- ii) On student survey are we asking people how they feel in the classroom?
- iii) Are we capturing what the library does (e.g. push on LGBT+ materials in LGBT history month)

What are we saying in access agreements/widening participation?

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			<p>network and allies/lanyards, etc. out to students, through website and prospectuses? Actions: audit, tweaks as needed, and communicate what is happening back to me/Yasmin.</p> <p>9.5 Establish robust communication routes to LGBT students, e.g. through LGBT society/network</p> <p>9.6 As part of student satisfaction surveys produce data on LGBT satisfaction (and act on it)</p> <p>9.7 Design Uor/RUSU Pronoun badges and roll out, with associated comms</p>	<p>Nozomi Tolworthy/Max Riley</p> <p>TBC (Jen Corless??)</p> <p>Nozomi/Debi Linton/Cathy Smith</p>	<p>Good comms already with Nozomi/Max, and new LGBT+ Network launched this academic year</p> <p>To be confirmed</p> <p>Done, March 2019</p>