



# Equality and Diversity Strategy 2017 – 2020 Executive Summary



## **Equality and Diversity Strategy 2017 – 2020**

### **Executive Summary**

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## 1. Introduction

This Equality and Diversity Strategy underpins the Liverpool School of Tropical Medicine (LSTM) Strategic Plan 2017-2023. It sets out the framework for mainstreaming equality into our day-to-day working arrangements.

LSTM is an inclusive institution where the principles of equality of opportunity, respect, dignity, empowerment and inclusion are part of our everyday goals and behaviours. Everything we do and every person working and studying at LSTM contributes to our vision, mission and values:

### **Our Vision**

To save lives in resource poor countries through research, education and capacity strengthening.

### **Our Mission**

To reduce the burden of sickness and mortality in disease endemic countries through the delivery of effective interventions which improve human health and are relevant to the poorest communities.

### **Our Values**

- Making a difference to health and wellbeing
- Excellence in innovation, leadership and science
- Achieving and delivering through partnership
- An ethical ethos founded on respect, accountability and honesty
- Creating a great place to work and study

We are committed to meeting the requirements of UK anti-discrimination laws, including the Human Rights Act 1998 and the Equality Act 2010 and public-sector equality duties (PSED).

The purpose of this strategy is to establish a robust framework that supports LSTM to

- operate equitably and efficiently in a diverse society and increasingly internationalised / global environment
- comply with UK anti-discrimination and human rights laws and embed our values into all activities, functions and ethos a clear commitment to equality and diversity
- maintain our reputation for excellence, innovation and high ethical standards
- attract and retain talented people and support them to develop their potential in a positive culture where everyone feels welcome, respected and valued

The Strategy is set out over four key themes, each one supported by an action plan.

- 1 Leadership and Governance
2. Student Experience
3. Employment
4. Procurement and Partnerships

### 3. The Athena Swan Charter

This strategy draws together a range of initiatives, including the Athena Swan Charter, into a cohesive plan that promotes consistency and ensures that the same strategic management, monitoring and reporting arrangements apply holistically.

LSTM currently has three separate Athena Swan Awards.

- Institutional Bronze Award (2017–2021)
- Faculty of Biological Sciences Bronze Award (2016–2020)
- Faculty of Clinical Sciences and International Public Health Bronze Award (2016-2020)

The three action plans, one for each award, set out specific equality objectives for advancing gender equality. The action plans have been consolidated into a single plan from which our annual priorities are set.

We recognise that gender equality is a complex issue, and by drawing the Athena Swan Charter into the wider equality and diversity agenda we are committed to developing our understanding of how gender intersects with other protected characteristics as well as culture, caring, health and wellbeing.

This approach is an important step towards meeting our goal of achieving Athena Swan silver award for the institution by 2020.



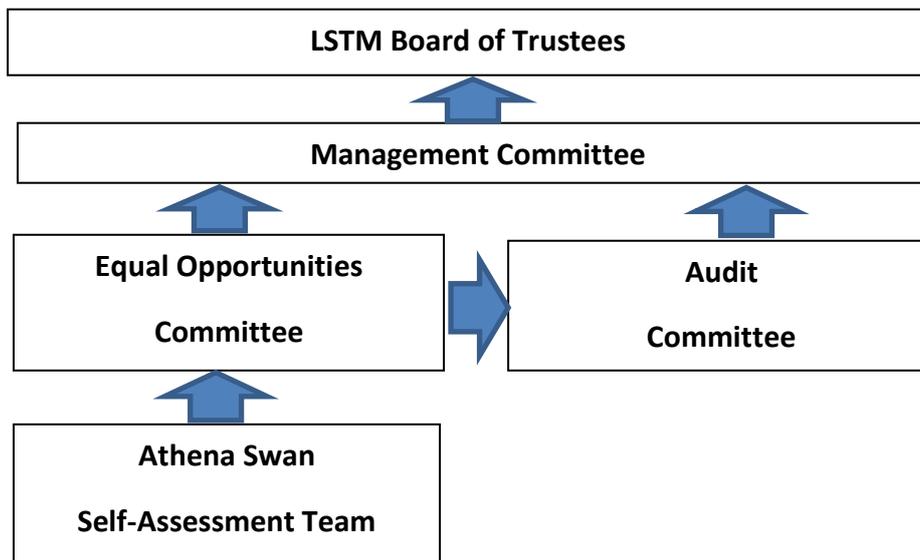
#### 4. Leadership and Decision Making

The Board of Trustees is responsible for ensuring that the requirements of equality legislation are met. The Board of Trustees operates in accordance with the Committee of University Chairs Higher Education Code of Governance, promoting equality and diversity throughout the institution, and in respect of its own operation.

Management Committee is responsible for ensuring that the requirements of equality legislation are integrated into strategic planning, decision making and operational processes.

The Athena Swan Self-Assessment Team is responsible for delivering the Athena Swan action plans and works closely with the Equal Opportunities Committee.

The Equal Opportunities Committee oversees and monitors delivery of this strategy and reports annually to the Audit Committee. The annual report sets out key employment and student data, along with additional relevant information for example, progress against relevant action plans.



## **5. Equality and Diversity Policy Statement**

The Liverpool School of Tropical Medicine is a highly specialised, values-driven institution making a global impact.

We welcome staff, students and partners from across the world into the LSTM community.

Diversity is one of the things that makes LSTM such a great place to work and study. Our aim is to be a truly inclusive organisation that promotes equality of opportunity, encourages ambition and the development of human potential.

We will continually improve outcomes and opportunities for our staff, students and stakeholders across all groups, be proactive in advancing equality and supporting people to achieve their potential through inclusive practice.

We provide a safe, dignified and inclusive environment where every member of the LSTM community is valued and treated with respect regardless of age, disability, gender reassignment, pregnancy or maternity, race, religion or belief, sex, sexual orientation, marriage or civil partnership, or where they are based.

We will not tolerate any form of unlawful discrimination or behaviour that is contrary to this policy statement, that wastes talent, stifles ability or negatively impacts upon human dignity or relationships across the LSTM community.

We expect every member of the LSTM community to share our values and champion equality and inclusion, to work in accordance with this policy statement and contribute to the delivery of this strategy.

## 6. Strategy Themes

The strategy is set out over four themes, each one is supported by an action plan.

### **Theme 1: Leadership and Governance**

**We operate in accordance with the Committee of University Chairs Code of Governance to ensure that the requirements of the Equality Act 2010 and public-sector equality duties are at the heart of leadership, governance and decision-making.**

This includes:

- 1.1 Appointing a Board Member as Equality and Diversity Champion
- 1.2 Including specific reference to the public-sector equality duties (PSED) in the Terms of Reference (ToR) of all Committees, setting out clear roles and responsibilities.
- 1.3 Maintaining effective diversity data monitoring arrangements to ensure that we can monitor for equality, translate evidence into action and target resources effectively.
- 1.4 Maintaining an effective system for equality impact assessment of proposed policies as they are being developed and advising the relevant decision-making body of the outcome.
- 1.5 Preparing an annual equality report and publishing a user-friendly summary.
- 1.6 Working in partnership to combat identity based hate crime including raising awareness of reporting arrangements and support available to staff and students.
- 1.7 Ensuring that all internal and external communications and events promote LSTM as an inclusive, fair and diversity competent institution.
- 1.8 Maintaining our commitment to the Athena Swan Charter as a framework for the advancement of women in Science, Technology, Engineering, Mathematics and Medicine (STEMM) and achieving Silver award by 2020.
- 1.9 Introducing an LSTM equality standard to support Faculties and Departments to embed equality and diversity into their operational and planning processes.
- 1.10 Establishing the Equality and Diversity Ambassadors scheme to build capacity and engage people across the LSTM community in promoting our values and advancing equality through inclusive practice.

### **Theme 2: Student Experience**

**We provide safe, inclusive and welcoming environments for on-campus and off-campus students to learn and achieve.**

This includes

- 2.1 Continually developing our “*Welcome to LSTM*” student pack to include information about the locality including local services and customs, LSTM facilities, key contacts and other relevant information.
- 2.2 Embedding equality and diversity into student induction.
- 2.3 Embedding equality and diversity into the curriculum.

- 2.4 Setting out clear teaching and learning practice standards and supporting teaching staff to ensure the student learning experience is inclusive, culturally competent and promotes equality.
- 2.5 Providing opportunities for students from different backgrounds to meet, network, socialise and develop shared experiences.
- 2.6 Engaging students in programmes and events throughout the academic year that promote wellbeing and good mental health.
- 2.7 Encouraging students to provide feedback continually improving the student experience and promoting excellence.
- 2.8 Gathering and using student diversity data, and other relevant information to inform activities that promote equality of opportunity and inclusive practice.
- 2.9 Further enhancing our student support programmes by engaging with key partners including supportive community networks.
- 2.10 Developing a student opportunities programme to promote equality of opportunity, widen participation and enrich the learning experience of LSTM students in need of additional support.

### **Theme 3: Employment**

**We continue to build upon our commitment to maintaining a highly skilled and diverse workforce that delivers the business aims of the Liverpool School of Tropical Medicine. We provide a safe, dignified working environment where people are treated with respect and equality of opportunity is central to all aspects of Human Resource management including recruitment and selection, training, promotion and pay.**

This includes:

- 3.1 Ensuring that all employment policies are regularly updated to incorporate best practice and subject to robust equality impact assessment (EIA) and monitoring.
- 3.2 As an Equal Opportunities Employer, ensuring that our recruitment and selection arrangements are free from bias, promote equality of opportunity and support our commitment to appoint on merit.
- 3.3 Maintaining effective equal pay arrangements and gender pay gap reporting mechanisms.
- 3.4 Providing a comprehensive equality and diversity training programme, that begins at induction, to ensure staff are trained on equality and diversity requirements as appropriate to their job role and level of responsibilities, and embedding equality concepts into the design and review of staff development programmes.
- 3.5 Supporting line managers to implement this strategy and embed equality concepts into their areas of authority and responsibility, and to promote equitable and inclusive practice in all aspects of managing and developing staff including the use of appraisal, objective setting, conflict resolution, performance management and disciplinary procedures.
- 3.6 Maintaining effective arrangements for gathering, analysing and using employment-related diversity data and information.

- 3.7 Maintaining a culture that is family-friendly, promotes positive work-life balance and where accommodating diversity is part of our day-to-day practice.
- 3.8 Maintaining specific policies to promote dignity at work, and procedures to address behaviours that are contrary to the aims of our equality policy and compromise this strategy.
- 3.9 Engaging staff by communicating key equality and diversity messages in the LSTM newsletter, encouraging feedback via the School Staff Forum and the annual equality and diversity survey.
- 3.10 Developing and maintaining an up-to-date bank of equality and diversity resources including the “Valuing People” good practice guides.

#### **Theme 4: Partnerships and Procurement**

We ensure our commitment to equality is maintained as we work with partners and contractors to deliver our business aims and ensure that the supply chain supports the aims and values of LSTM. This includes:

- 4.1 Reviewing the Procurement Strategy to ensure procurement and purchasing arrangements promote equality of opportunity and are free from unlawful discrimination.
- 4.2 Ensuring our partners are aware of the requirements of UK anti-discrimination laws and sharing good practice with our partners in the UK and abroad.
- 4.3 Advising current contractors of the requirements of UK anti-discrimination laws and what is expected of them.
- 4.4 Introducing a standard contract clause to ensure that all contractors are fully aware that promoting equality is a key element of our business relationship
- 4.5 Including specific equality and diversity clauses into contracts for projects where we identify opportunities for the advancement of equality.
- 4.6 Regularly reviewing our supply chain to ensure we work with suppliers that share our values and commitment to equality and the eradication of modern slavery.

## **5 Equality and Diversity Strategy Contact**

If you require any further information about this strategy, or would like to request this document in an accessible format please contact us

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Telephone: 0151 705 3795

Web: <http://www.lstmed.ac.uk/about/equality-and-diversity>