



Single Equality Action Plan 2013

Objective	Equality Strands	Lead Responsibility	Start date	Date completed	Specific outcomes and outputs
Single Equality Duty and Action Plan					
Report on progress against the Single Equality Action Plan 2012 to the College's Governing Body.	All	The Treasurer	Hilary Term 2013, and annually thereafter		Governing Body has a continued and active involvement with equality and diversity matters.
Strategy, policy and decision making					
College Committees to consider the implications for equality in respect of policies and decisions made.	All	Librarian & Archivist and Head of Information Services	Trinity Term 2013	Ongoing	Equality considerations are embedded into policy and decision making processes and unintended consequences of decisions made are addressed.
Review the College's academic strategy in the context of Equality and Diversity.	All	Senior Tutor	Trinity Term 2013		The College's academic strategy reflects the College's vision and commitment to Equality and Diversity.
Equality Information					
Engage with the College community about the usefulness of its published equality information and where any improvements can be made.	All	Human Resources Manager (Equality Officer)	Hilary Term 2013	Ongoing	Published equality information is helpful, relevant, and transparency is improved.
Include a regular feature on Equality and Diversity in the staff newsletter 'The Grapevine'.	All	Grapevine Editorial Team	Hilary Term 2013	Ongoing	Awareness of the College's Equality policies among the staff is improved.

Equality Information					
Incorporate a separate section into the College website dedicated to Equality and Diversity and keep this up to date.	All	Human Resources Manager (Equality Officer) and Webmaster	Trinity Term 2013	Ongoing	Information on Equality is easy to find, clearly linked together and available in one place.
Provide information and training on the legal requirements of equality and diversity.	All	The Treasurer and Human Resources Manager (Equality Officer)	Trinity Term 2013	Ongoing	Commitment to Equality is led from Governing Body and supported through line managers.
Improve mechanisms for gathering and using equality and diversity information.	age, disability, marital status, pregnancy and maternity, race, religion or belief, sex	Human Resources Manager (Equality Officer)	Hilary Term 2012	Ongoing	The collection, analysis and use of equality and diversity information are improved.
Widen the equal opportunities data that is published for Academic members and Support staff	age, disability, marital status, pregnancy and maternity, race, religion or belief, sex	Human Resources Manager (Equality Officer)	Hilary Term 2013	Annually	The availability and transparency of equality and diversity information is improved.
The College Community					
Conduct a student equality survey to examine their perceptions, awareness and experiences of equality and diversity within the context of being a member of Somerville College.	age, disability, marital status, pregnancy and maternity, race, religion or belief, sex	Senior Tutor	2012		To communicate the College's values and commitment to equality, and to improve the future focus of equality resources and activities and identify barriers that exist, or are perceived to exist, for specific groups of people within the student community.
Ensure all those involved with the student admissions process are aware of the principles of the Data Protection Act and Equality Act.	All	Senior Tutor and Human Resources Manager (Equality Officer)	Hilary Term 2012	Ongoing	To promote fairness and reduce potential discrimination relating to working with students and participating in the student admissions process

Review the programme of events for Alumni to reduce, as far as is reasonably practicable, any barriers, perceived or real, to all Alumni wishing to attend these events at the College or at external venues.	All	Development Director and the Development team	Hilary Term 2013	Ongoing	Events organised by Somerville for its Alumni community are inclusive and barriers to becoming involved with alumni events, perceived or real, are reduced as far as is reasonably practicable.
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The College Community					
Review and monitor the marketing of College conference and events facilities to reduce, as far as is reasonably practicable, any barriers, perceived or real, to external guests organising events at the College.	All	Domestic Bursar and Catering & Conference Manager	Hilary Term 2013	Ongoing	The perception and experience of conference clients is that Somerville provides an inclusive environment which promotes equality and diversity and where barriers, perceived or real, for conference clients to attend events held in the College are reduced as far as is reasonably practicable.
Provide a wide range of faith talks and services in the College Chapel.	Religion or belief	Chapel Director	Hilary Term 2013	Ongoing	The College Chapel holds services and events which are inclusive for those with faith and those with no faith.

Protected characteristics under the Equality Act 2010

Age, disability, gender reassignment, marital status, pregnancy and maternity, race, religion or belief, sex (gender), and sexual orientation

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