

March 2023

To the Advance HE Race Equality Charter team,

On behalf of the University of Sussex Professional Services Leadership Team (PSLT), and all our Professional Services (PS) colleagues, I am proud to highlight our full support for participation in the REC with the aim of driving and accelerating long lasting change.

PSLT fully recognises that we need to improve the diversity of our staff across all grades, particularly our senior management teams, to better represent the local community and our student body. We appreciate that to drive meaningful and sustainable improvements we need to embed change across our Professional Services Teams, dismantle barriers and build a positive, inclusive and respectful culture for all.

As a result, PSLT have signed up to the four year REC Action Plan and a set of commitments, which we will use to drive local action plans within each of our teams.

We are committed to:

- Bring our levels of ethnic minority staff within PS to be at least in line with local census levels
- Inclusive and best practice recruitment processes, supported by effective systems to help support monitoring and other improvements
- Positive action in recruitment and development (promotion and career progression)
- Transparent and open processes for acting up/interim appointments
- Improved training provision for everyone including those in decision-making roles, supported by an effective system for monitoring mandatory training completion
- Increasing the levels of staff reporting personal characteristics by communicating the benefits, explaining how the data is used to drive improvements and reinforcing this message in key interactions with our staff
- Take forward actions to ensure everyone is treated with respect and dignity, including proactive use of current data to drive insight and subsequent actions, engagement with staff to understand all perspectives, and regular communication on actions taken
- Improve the levels of diversity on decision-making/governance committees

Overall, as well as using these commitments to shape local action plans, my leadership team and I have set up a regular review process to ensure we embed improvements to deliver a material change.

Dr Tim Westlake

Chief Operating Officer