

UN Global Compact

Communication on Engagement



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Dear Mr Secretary-General

I am pleased to reconfirm that the University of Sussex Business School continues to support the Ten Principles of the United Nations Global Compact on human rights, labour, environment and anti-corruption.

In this Communication on Engagement, we describe the actions our organisation has taken to support the Global Compact and its principles. We also commit to sharing this information with our stakeholders through our normal channels of communication.

Sincerely,

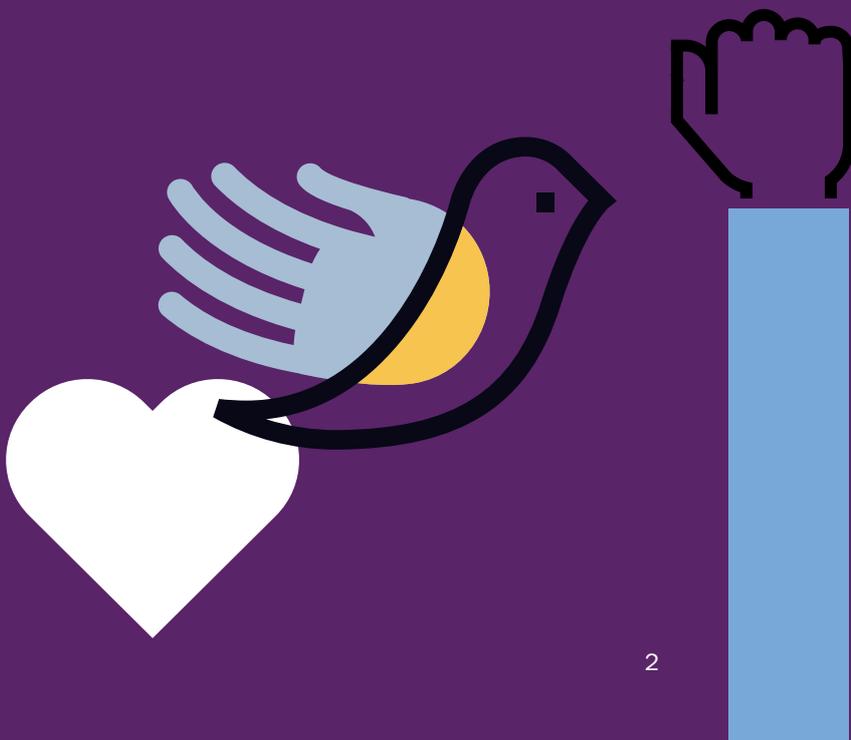


Professor Steve McGuire

Dean, University of Sussex Business School

Human Rights

(Principles 1 and 2)



PRINCIPLE 1:

Businesses should support and respect the protection of internationally proclaimed human rights; and

PRINCIPLE 2:

Make sure that they are not complicit in human rights abuses

IMPLEMENTATION

The Business School abides by the University's policies, including:

- Ensuring safe working conditions through regular scheduled daily building checks conducted by Schools and Divisions.
 - Regular building inspections undertaken by Sussex Estates and Facilities (SEF) Safety Coordinators to ensure Health and Safety issues are managed appropriately. This is reinforced by an audit and inspection regime from the central University Health and Safety (H&S) team.
 - Engaging with the H&S team, who provide guidance and support on a wide range of hazards, to agree H&S best practice in the School.
 - Undertaking risk assessments for all hazardous activities to ensure suitable controls are in place. This is supported by the University H&S team and extensive resources are available online.¹
 - Advising all staff to undertake a Display Screen Equipment self-assessment and reinforcing this with the offer of an independently conducted assessment where any concerns are raised.
 - Providing a comprehensive range of H&S training programmes for staff, including first aid, fire safety, risk assessment, IOSH accredited managing safely courses and many others.²
 - Monitoring all workplace incidents that are recorded on the University's incident reporting system,³ ensuring incidents are only closed once suitable action or investigation has taken place.
 - Appropriate HR procedures for disciplinaries or grievances and policies to prevent bullying and harassment and ensure dignity and respect.⁴
- Ensuring food hygiene codes are adhered to by the University's catering provider, Chartwells, when preparing and selling food products.
 - Providing enhanced training programmes and support for staff undertaking higher risk activities including using high-risk chemicals. This helps ensure a safe working environment and the safe and appropriate storage of chemicals.
 - Adhering to the University's privacy notice.⁵ This details how personal data is processed, retained, and disclosed, and explains the rights that individuals have regarding access to and correction of their own personal data.
 - Complying with the Data Protection Act 2018, the UK's General Data Protection Regulation (GDPR), and any codes of practice issued by the Information Commissioner's Office. All staff must complete online GDPR training and abide by the regulations. Any breaches or suspected breaches must be reported right away through the online reporting portal or to the University's Data Protection Officer.⁶

OUTCOMES

- The University holds an Athena SWAN Institutional Bronze award that was renewed in 2020. Alongside this, several schools have successfully achieved Athena SWAN awards, including all of the STEMM schools. Our aim is for all schools to hold an Athena SWAN award by 2025.⁷



- The University has held the HR Excellence in Research Award under the European Charter for Researchers since 2013, and successfully retained the award following reviews in 2015 and 2017. The award was launched by the European Commission in 2005 to stipulate principles of good working conditions for researchers, and support their career development, meeting the obligations of the Researcher Development Concordat. The University has just completed our 8-year review for 2019 to 2021, and re-signed our commitment to the revised Researcher Development Concordat (2019).



HR EXCELLENCE IN RESEARCH

- A wide range of family-friendly policies is available to staff within the University, including maternity/ paternity leave with enhanced pay, flexible working, parental leave and shared parental leave.
- Several staff networks are available to employees, including a new Sussex Parent and Carer Network that has been introduced with the aim of supporting staff to balance their caring responsibilities and professional roles.⁸
- Tools and resources to promote staff wellbeing are available on the University website, covering mental wellbeing, physical wellbeing, financial wellbeing and managers' responsibilities for the wellbeing of their staff.⁹ The University has successfully raised awareness of training available for managers, launched a new wellbeing and mental health policy,¹⁰ trained 16 individuals in Mental Health First Aid (MHFA) and established signposting information to provide staff with urgent support.



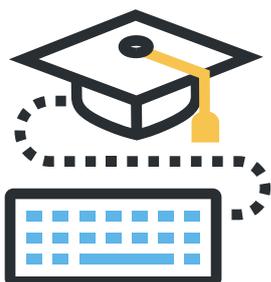
- The University offers a free Employee Assistance Programme and My Health Advantage app, available 24 hours a day, 7 days a week (providing in-depth tools and support to improve mental wellbeing). Further mental health support is provided to our students through a fully integrated counselling and wellbeing service and disability unit. We also provide a GP and pharmacy service on campus.
- Free sexual health services and advice are available to students through an on-campus health centre and through peer-to-peer student drop-ins.
- Meditation drop-in sessions and vigils are provided for staff and students that are also open to the wider community, which help with mental and spiritual wellbeing.

- The University has committed to being a menopause-friendly employer and produced a menopause policy in November 2021. In addition, new web pages with information on the menopause have been made available to all staff, detailing help and support available to individuals and line managers.¹¹



- Since 2016, the University has created an annual Access Agreement that is approved by the independent Office for Fair Access. A renewed Access and Participation Plan for 2020/21–2024/25 was developed, aligned to the Sussex 2025 Strategic Framework.¹² This addresses access, success and progression within under-represented groups of students and those from disadvantaged groups.

- Contextual offers are available to prospective students as part of the Access and Participation Plan. A contextual offer is a reduced entry grade that can be offered to students who meet certain eligibility criteria, traditionally encompassing groups that are less likely to study at university.¹³
- A Foundation Programme is offered to applicants who do not meet Sussex entrance requirements after sixth form. Upon successful completion of the Foundation Programme, students can progress to undergraduate studies at Sussex or at other UK universities.
- The Widening Participation Team supports learners who are under-represented in higher education through a range of activities, such as campus visits, subject masterclasses, online webinars and an Access Programme for students in year 12 and above. They aim to equip learners from under-represented backgrounds with the awareness, advice and opportunities that they need to make informed choices about their future and to succeed beyond school.
- New undergraduate students with a household income of less than £25,000 will automatically receive the Sussex Bursary award (replacing the First-Generation Scholar's scheme). Students will receive £1,000 in their first year of study and £500 in subsequent years.

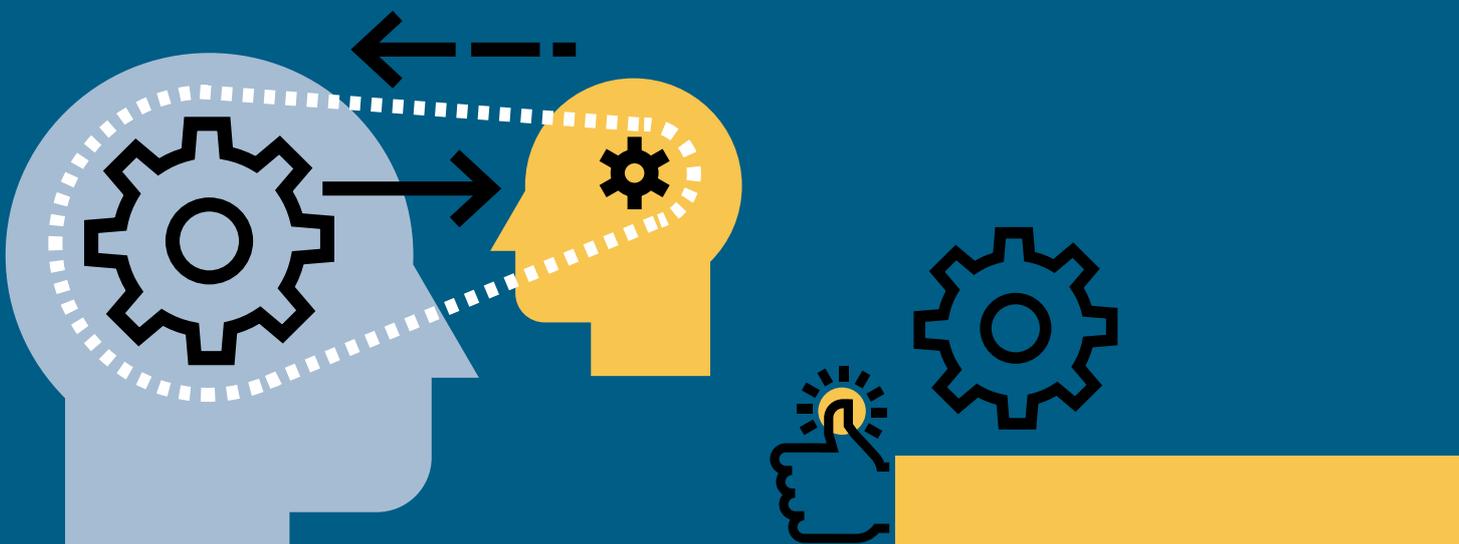


- The University offers extensive support to all students, with specific support available for international students. This includes visa and immigration advice from the International Student Advisers; housing advice from the Housing Team; welfare support from the Student Life Centre or Student Support Unit, help with improving academic English and understanding British academic culture from the English Language and Academic Study Team; and help with work experience and job opportunities from the Careers and Entrepreneurship Team.¹⁴
- In June 2020, Sussex became one of only 15 universities to be awarded University of Sanctuary status in recognition of the work that the University carries out in providing an environment of welcome and opportunity to people from refugee and asylum-seeking backgrounds.¹⁵



Labour

(Principles 3, 4, 5 and 6)



PRINCIPLE 3:

Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

PRINCIPLE 4:

the elimination of all forms of forced and compulsory labour;

PRINCIPLE 5:

the effective abolition of child labour; and

PRINCIPLE 6:

the elimination of discrimination in respect of employment and occupation.

IMPLEMENTATION

The University sets a wide range of policies and guidance documents that apply to the School, such as:

- The Modern Slavery Act Statement, published in 2020, which sets out the steps taken by the University to prevent forced labour and slavery in our supply chain.¹⁶
- The Inclusive Sussex Strategy, which outlines four key areas of focus for the University: Equal Sussex, Diverse Sussex, Accessible Sussex and Flexible Sussex.¹⁷



- The Dignity and Respect policy, which aims to foster a positive culture for working, promote and enable an inclusive environment free from bullying, harassment and discrimination, and ensure that any allegations are dealt with promptly and with due sensitivity.¹⁸

- A network of Dignity Champions, providing support to staff who wish to raise concerns about dignity and respect at Sussex.¹⁹ These Champions embrace the Dignity and Respect Charter.
- Equality and diversity information for staff on the University webpages to ensure legal responsibilities are adhered to.²⁰
- The Antiracist Pledge and vision for an Antiracist Sussex,²¹ which outlines many commitments, including a University Executive Group committed to antiracism; a Race Equality Action Plan; reviewed, revised and debiased recruitment and promotion systems to make them antiracist and anti-discriminatory; and to eliminate ethnicity pay gaps and improve workforce representation.
- Equality Charters aim to reduce the gap in representation, experience, progression and reward between those with and without the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. The University currently holds the following equality charters:

DIGNITY AND RESEPECT CHARTER



Core values



Value diversity



Caring



Collaborate



Collegiality



Zero tolerance



Kindness and respect



Speak out

- ▶ Gender equality: awarded Athena SWAN Institutional Bronze alongside several School-level awards. The aim is for all Schools to hold Athena SWAN awards by 2025.



- ▶ Race equality: joined the Race Equality Charter²² in December 2018 and is working towards application under the Charter by mid-2022.



- ▶ LGBT+ equality: became a Stonewall Diversity Champion²³ in 2018 and submitted its first application to the Stonewall Diversity Index in 2019, aiming to become a top 100 employer by 2025.



- ▶ Disability equality: joined the Disability Confident²⁴ at level 1 in May 2019 with the aim of becoming a Disability Confident Leader by 2025.



- A flexible working policy, covering different types of flexible arrangements such as hours worked, working pattern, location, informal or occasional arrangements, job splitting or sharing, and so on.²⁵
- Clear guidance and policies relating to staff recruitment, induction, appraisal, review, promotion and workload management. These include procedures around who will be on and chair recruitment panels for different levels of appointments. Recruiting managers must provide a rationale for shortlisting and then selecting candidates, as well as for candidates who are not selected.²⁶
- A Sustainable Procurement Principles Framework, published in July 2021, containing nine core sustainable procurement principles that we want to promote and foster within our supply chain. The framework is intended to encourage 'initiatives to reduce inequality in the workplace' and 'pay the real living wage' (amongst other things).²⁷
- A growing portfolio of online equality, diversity and inclusion training programmes for staff, including supporting trans and non-binary people at work: a guide for managers; trans and non-binary awareness; understanding equality impact assessments; challenging behaviour; the impact of microaggressions; and Union Black (a new 6-hour course to increase understanding of Black British history, race and racism, and how individuals can make a positive difference).²⁸
- The Occupational Health service, which offers advice on health, safety and wellbeing at work. The Occupational Health service is provided by an independent professional organisation called Heales Medical.
- Paying our staff the voluntary living wage – based on the real living wage campaign,²⁹ rather than the statutory minimum. We also have a commitment in our Sustainability Strategy to investigate the feasibility of applying for Living Wage Accreditation by August 2023.
- Recognising labour rights and regularly meeting with three specific trade unions on campus. Between the three unions, all staff groups in Grades 1-9 are catered for under collective bargaining arrangements.³⁰
- The Organisational Development Unit, which provides a selection of training and courses to staff:
 - ▶ Mandatory training includes diversity in the workplace; GDPR; freedom of information; health and safety essentials; fire awareness; and finance training – fraud awareness, modern slavery, and anti-money laundering.
 - ▶ Staff involved in recruitment must complete unconscious bias and recruitment and selection training.
 - ▶ Selected senior staff must complete the Prevent course on counterterrorism, which is a requirement of the Office for Students.

RAISING CONCERNS

There are numerous ways that concerns can be raised within the University:

- Raising Concerns webpages, to report serious concerns of public interest.³¹
- Contacting the Office for Student Complaints, Appeals and Regulations (OSCAR) by email regarding complaints, discipline and appeals.³²
- Following the academic misconduct process where student academic misconduct is suspected.³³

- Student Hub webpages, for reporting concerns regarding students.³⁴
- Following the procedure for the investigation of allegations of misconduct in research for suspicions of staff or student research misconduct.³⁵
- Report + Support tool for staff, students and visitors to raise concerns about incidents relating to bullying, harassment, sexual violence, domestic abuse or discrimination.³⁶
- Student and staff complaints and appeals, through the Division of General Counsel, Governance and Compliance.³⁷

OUTCOMES

Within the Business School, specific initiatives have enacted a broad range of positive changes.

- The School appoints an Equality, Diversity and Inclusion (EDI) Champion who forms part of the School Management Team (SMT). They chair the School's EDI working group, which plays a key role in overseeing the School's EDI matters and reports to the Dean, SMT and Deputy Pro-Vice-Chancellor for Equalities and Diversity. The working group is composed of staff (both academic and professional services) and student representatives.
- Generic resources are available to staff and students on the University webpages,³⁸ and specific race equity awareness resources are on the Canvas virtual learning environment (VLE) platform.³⁹
- The School introduced the ASPIRE mentoring scheme to connect students with staff volunteer members. While all staff and students can participate, the scheme particularly encourages staff and students from Black, Asian and minority ethnic backgrounds to apply. We have

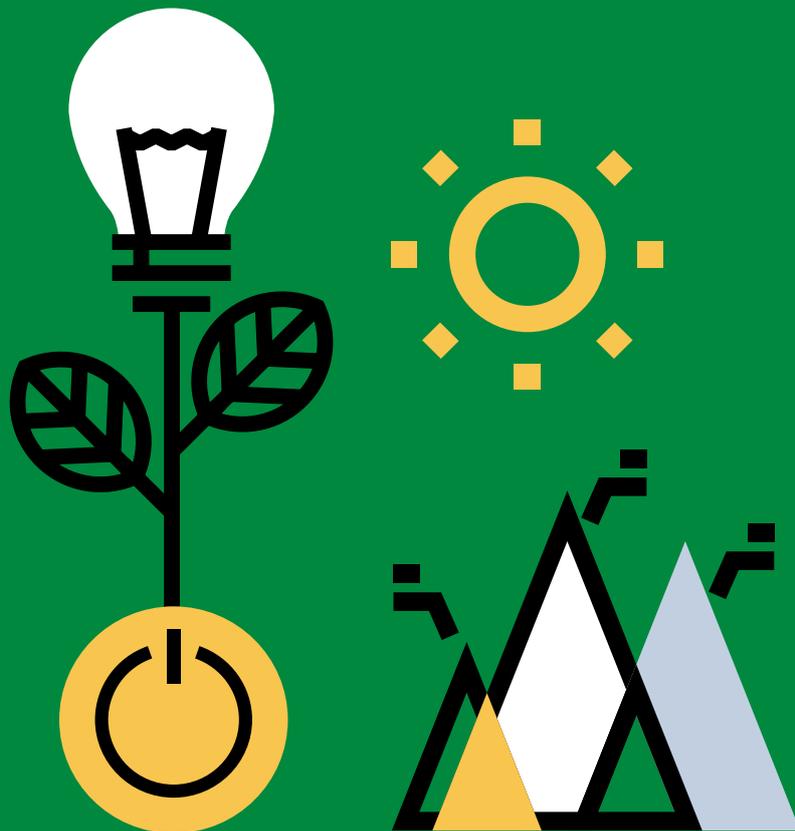
offered mentees career coaching and academic peer mentoring sessions and hope this scheme can be rolled out across the University. The scheme has successfully paired students with staff mentors across three academic years, including 13 students in 2019/20, 17 students in 2020/21 and 16 in 2021/22.

- The School supports first-year Black male undergraduates who wish to apply for the Freshfields Stephen Lawrence Scholarship Scheme.⁴⁰ In 2020/21 we supported three Business School candidates and, although unsuccessful, they were offered coaching and feedback sessions by Freshfields which will help them with their personal development and taking next steps in their careers.
- Bi-monthly EDI newsletters were launched in January 2021, for all staff and students of the Business School. They include a wide array of resources and information on topics such as the menopause, neurodiversity, the staff disability network, pay gap reports and many more. The newsletters include a 'say my name' campaign that aims to correct frequently mispronounced names, which is a form of microaggression. They also detail key dates and available training courses, for example, on the impact of micro-behaviours and modern slavery.
- The School runs events and training open to all staff and students across the University and has included events for Black History Month, LGBTQ+ history month and National Inclusion Week.
- A research project was commissioned by the School to look into the awarding gap with a particular focus on the experiences and perceptions of students of African or Caribbean heritage. The findings from the research report have been used to construct our School Race Equity Action Plan. Further research is looking at the awarding gap for our international students.
- We are also examining data for the School to learn more about the gender pay gap. The School monitors the proportion of female staff year-on-year. The latest figures on 31 August 2021 indicate the proportion of full time equivalent (FTE) female core faculty remains at 42% (consistent with the 2019 figure). However, we have seen an increase in the percentage of FTE professors, which now sits at 24.4%, up from 19% in 2019. While this is a positive increase, the School – and the University more generally – recognises it has more work to do and remains committed to improving the gender balance across the grades in the coming years.



Environment

(Principles 7, 8 and 9)



PRINCIPLE 7:

Businesses should support a precautionary approach to environmental challenges;

PRINCIPLE 8:

undertake initiatives to promote greater environmental responsibility; and

PRINCIPLE 9:

encourage the development and diffusion of environmentally friendly technologies.

IMPLEMENTATION

The University is working towards becoming one of the most sustainable universities in the world.

This will be achieved through global leadership in demonstrating and promoting all forms of environmental, social and economic sustainability at a local, regional, national and international level.

A new and ambitious Sustainability Strategy⁴¹ was published by the University in June 2021, focusing on a wide range of environmental, economic and social aspects of sustainability across the University. The strategy contains four high-level objectives that will be realised through 16 key aims and a detailed action plan.⁴² Each of these objectives and key aims is covered in turn below.

ETHICAL EDUCATORS

We will embed sustainability into all aspects of student learning and experience. Our aims:

- Students as partners and innovators
- Sustainability taught within all degrees
- Sustainable research practices
- Supporting equality, diversity and inclusion

DECARBONISING THE ECONOMY

We will reach net zero by 2035 through our action plan. Our aims:

- Net zero by 2035
- Excellent carbon accounting
- Decarbonised energy infrastructure
- Energy-efficient campus

CIVIC LEADERS AND PARTNERS

We will positively impact the community through a sustainable supply chain, social responsibility and low transport emissions. Our aims:

- Sustainable supply chain
- Active and sustainable commuting
- Better business travel
- Community volunteering and impact

ENVIRONMENTAL CHAMPIONS

We will promote biodiversity and sustainable food, waste and water consumption, and recycling. Our aims:

- 50% of waste recycled by 2025
- Responsible food and water production and consumption
- Biodiverse campus
- Behaviour changers



The University of Sussex and Mitie have teamed up to create the Sussex Estates and Facilities partnership, aiming to improve the experience of all campus users and make the University of Sussex a shining example of total facilities management in the university sector. Working towards best practice, improving services and regularly reviewing and updating procedures has resulted in numerous awards, including BICSc, PFM, BIFM, Green Gown, Green Flag, Green Impact, and many others.

OUTCOMES

Through embedding sustainable practice, a wide range of achievements have been made across the University.

- The University published its first annual sustainability report in November 2020, focusing on 'building a greener, better world'.⁴³
- Initiatives that are important to sustainability and the UN Sustainable Development Goals can be found in policies and strategies across our University.⁴⁴ These include policies on active and sustainable travel; biodiversity; sustainable events; food and agriculture; and waste.
- Environmental performance metrics measured in 2018/19 and 2019/20 indicate improvements in several areas:⁴⁵
 - ▶ Total energy consumption has reduced from 274,761 gigajoules to 269,716 gigajoules
 - ▶ Energy use from self-generated low carbon sources (solar and combined heat and power generations) has increased from 11% to 13.5%
 - ▶ Energy use from renewable sources (green supply contract electricity and solar) has increased from 1.1% to 4.9%
 - ▶ Total energy use from low carbon sources (green supply contract electricity, solar and combined heat and power) has increased from 11% to 17.3%
 - ▶ Spend on utility bills (gas and electricity) excluding off-campus houses reduced from £4.7m to £3.5m
 - ▶ Water consumption for university use on campus reduced from 327,484 m³ to 291,118 m³
 - ▶ Total amount of waste generated excluding construction and project waste reduced from 2,548.122 tonnes to 1,306.418 tonnes



- ▶ The percentage of waste recycled increased from 17% to 23.5%
- In July 2021 the University installed a new pump house and replacement water pipes on our campus. The modern, automated valves and fittings in the new pump house operate efficiently and reliably, reducing the chance of water leaks and interruptions to the water supply.
- Our Jubilee building has rainwater harvesting. We have also installed grey water recycling equipment in the East Slope halls of residence development, with a target of 30% of used water from showers being redirected to toilet flush systems. The grey water is currently being supplied to 1,434 student bedrooms.
- On our grounds, newly planted trees and shrubs are watered only according to the weather and will most often only be watered during drier summer periods to reduce unnecessary water use.
- In April 2020 we switched to a 100% renewable electricity tariff, and we have a large solar energy farm of 3,000 solar panels.
- All new buildings constructed on the University campus must meet the energy efficiency standards set out in the BREEAM 'Excellent' environmental standard.
- In September 2021 we launched EcoGo – our active and sustainable travel reward scheme that financially rewards people for making sustainable journeys to and from our campus.⁴⁶
- We have active and sustainable travel web pages that promote our dedicated Cycle to Work scheme and discounts for staff and students using public transport.⁴⁷ We are also working to reduce travel demand through our updated remote working framework that allows many staff to work from home up to 50% – and some even 80-100% – of the time.
- In September 2021, the University introduced £87,000 worth of new recycling bins across campus to promote greater separation of waste for recycling, reduce contamination and improve education.
- We have selected Surfers Against Sewage, a marine conservation charity dedicated to the protection of oceans, waves, beaches and wildlife, as our charity partner of the year. Staff and students have taken part in local beach and river cleans as part of the agreement while the University campus will host awareness raising events on sustainability issues.

AWARDS



- Development Studies was again ranked 1st in the world in the **QS World University Rankings by Subject in 2021**.



- The **Times Higher Education (THE) Impact Rankings 2021** put the University in the top 50 in the world for impact, assessed against the UN's SDGs.



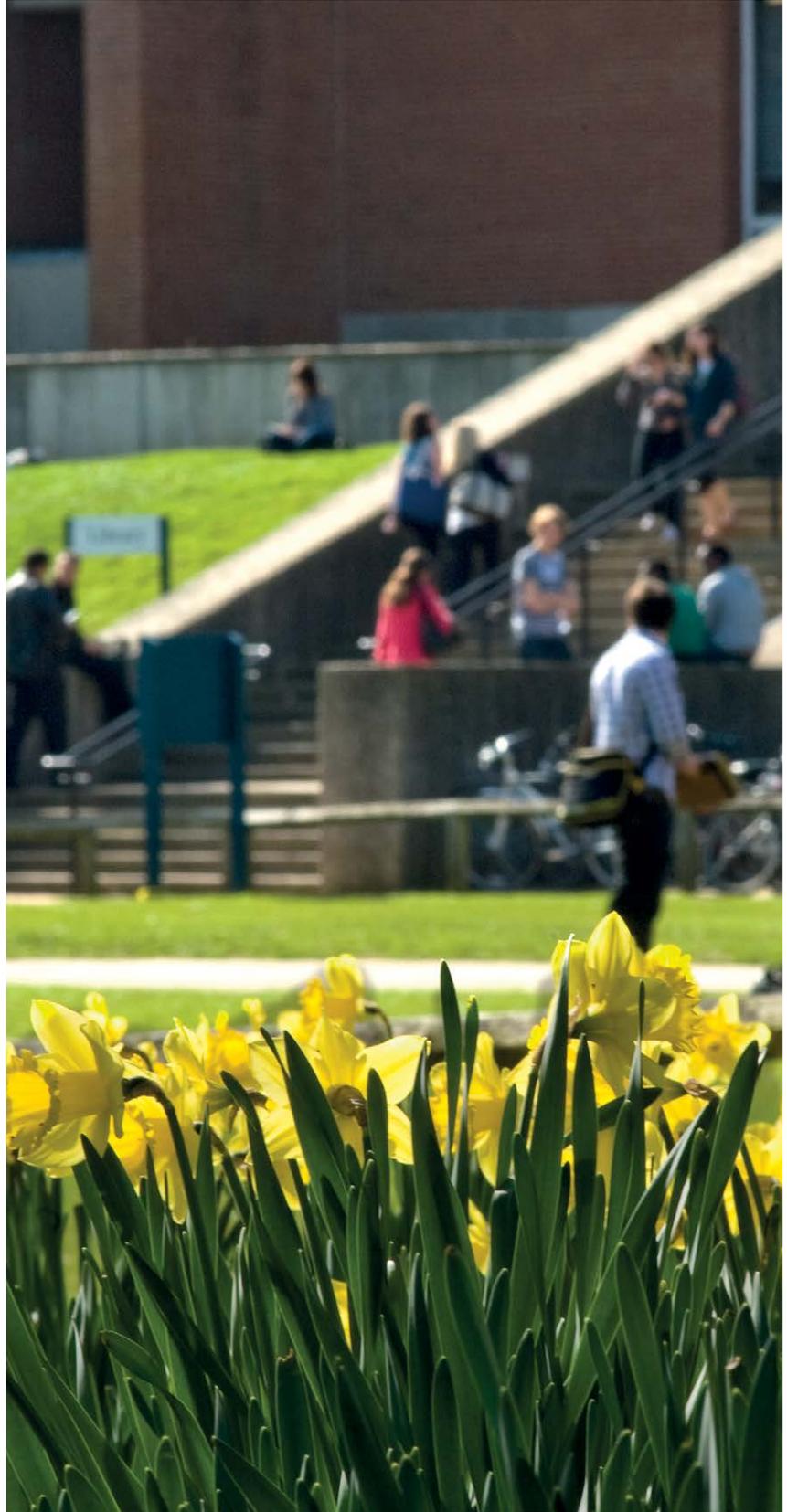
- The Jubilee Building, home to the Business School, holds a **BREEAM** 'excellent' rating.



- Our effective grounds management policies and practices have resulted in us winning a prestigious **Green Flag award**,⁴⁸ for well-managed green spaces, for the fifth year running.

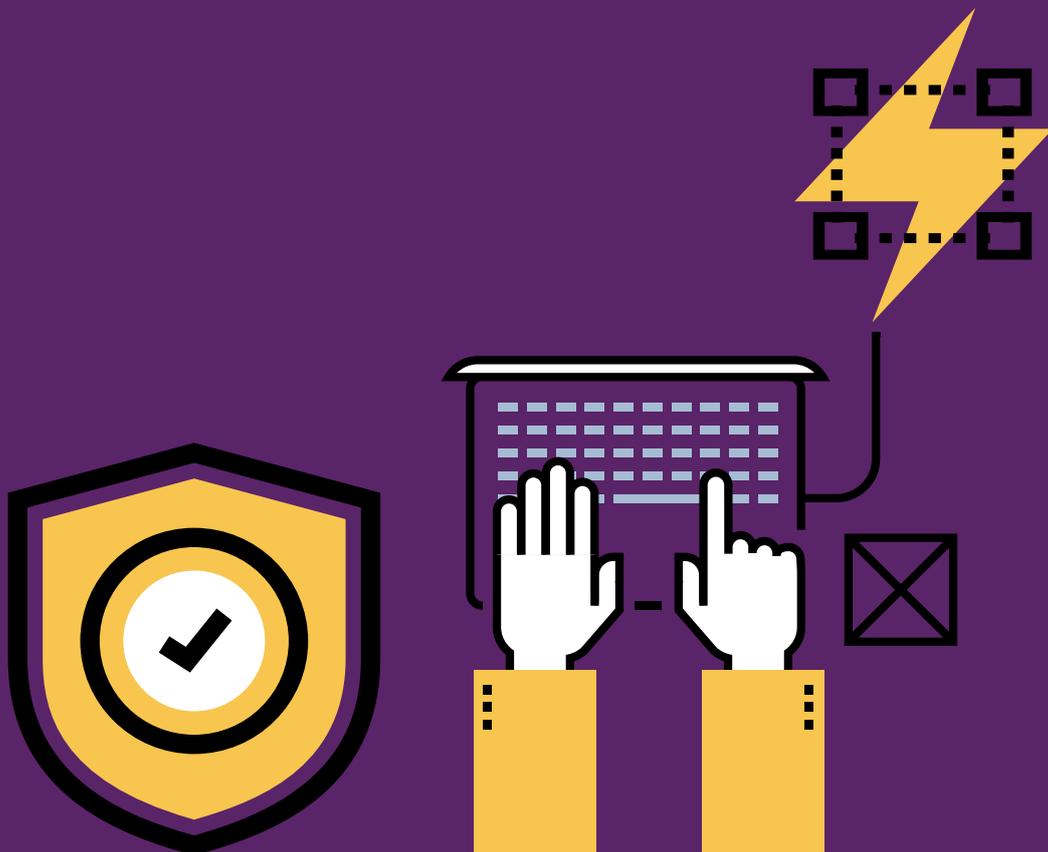


- The Business School's Green Impact Team were awarded the Gold, as well as the Overall Winner award, in the **Green Impact 2019/20 scheme**.



Anti-corruption

(Principles 10)



PRINCIPLE 10:

Businesses should work against corruption in all its forms, including extortion and bribery.

IMPLEMENTATION

The School works within the policies and regulations set by the University, including:

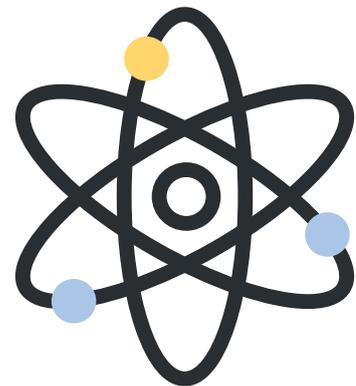
- A range of policies on fraud, bribery and corruption, with notable policies on anti-bribery, donations, fraud and anti-money laundering, to which all staff, students and members of the University Council must adhere.⁴⁹
- The requirement for Schools to record all hospitality and gifts with a value of over £100 (given, received or offered, even if declined) which is centrally maintained by the Governance Office.
- A request for all members of staff and Council to disclose any potential or actual conflicts of interest, including relevant personal interests.
- Encouragement for all staff to complete the 'Anti-Money Laundering' eLearning module, helping individuals to understand legislation, main offences and primary defences.
- University procurement policies,⁵⁰ including a specific supplier code of contact for any organisation wishing to provide goods or services to the University.⁵¹

The University also houses The Centre for the Study of Corruption (CSC), the UK's foremost academic centre for studying corruption.⁵²

OUTCOMES

The CSC continues to make developments in the broad areas of research, courses and teaching, and policy. Its 2020-21 annual report⁵³ details the key achievements, including:

- The research and writing of a >100-page report on corruption in the UK, commissioned by the Home Office.
- The research and writing of a book of case studies of corruption, to be published by Agenda in February 2022.
- Policy impact with the G20, IMF and UK Government via research, consultations, and direct interactions.



Appendix

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University of Sussex Business School

Jubilee Building
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