

University of Birmingham Concordat Action Plan 2013 - 2015

The University of Birmingham Strategic Framework “Shaping our Future: Birmingham 2015” continues to direct our actions. Becoming **“the destination of choice for staff as well as students”** through providing **“a supportive and dynamic intellectual environment to attract and develop high quality research faculty.”** remains at the heart of our people strategy through

- Employing talented professional staff
- Providing opportunities to develop leadership and management skills
- Fostering an environment of supportive and effective performance management
- Encouraging all staff to excel.

Following the review of our original Action Plan, our revised plan maintains our commitment to these key principles and combines on-going actions from our original plan and additional actions that build on our progress to date.

The Action Plan retains a focus on 4 key themes

1. Recruitment & Performance Management
2. Access to information, support & development resources
3. Diversity & equality
4. Engagement & involvement of research staff

The key actions are:-

1. Continued roll out and development of the Performance and Development Review Scheme (PDR) to include all researchers in all Colleges.
2. Development of Learning & Development Plans that identify the requirements of research staff across the University.
3. Through the University of Birmingham Year of Equality in Employment, implement key equality & diversity principles to fully embed the Equality Scheme. The focus will be on key equality in employment aspirations and will include issues of particular relevance to researchers (e.g. academic progression for female staff, supporting greater staff work / life balance, equality training for all recruitment panels). This wide ranging initiative will also encompass the achievement of Athena Swan recognition in more areas and involvement in the LFHE Aurora Project.
4. Review of staff survey outputs, specifically academic staff where possible, to provide evaluation data and inform further action in relation to research staff.
5. Investigate the feasibility of UoB participation in CROS 2015.

	Actions	Concordat Principle	UoB Strategic Goals	Responsibility	By When
	Recruitment & performance management				
1.	Review of central induction events to ensure they are appropriate and useful to research staff.	1, 2, 4, 5	4	POD	June 2014
2.	Roll out of PDR to all research staff.	1, 2, 3, 4, 5	1, 4, 5	POD / Colleges	September 2014
	a. Local review of experience to identify additional bespoke support and development required to enhance the effectiveness of the system.			POD / Colleges	January 2014
	b. Standard training available on the PDR system and key performance management skills available via POD for new reviewers.			POD	January 2014
	c. Use of central monitoring systems to record PDR activity.			College	On-going
3.	Review of research staff responses to internal staff survey questions related to staff reviews.		1, 4	HR / Colleges	February 2014
	Provide Research Staff with access to information, support and development resources				
4.	Research Staff dedicated website portal to provide single point of access to all relevant information and support materials.	3, 4	1, 4, 5		
	a. Re-market revised pages			POD	October 2013
	b. Quarterly review of page content by project group including research staff			POD	On-going to 2015
5.	Learning & Development plans created for all Colleges	1, 2, 3, 4	1, 4, 5	POD / Colleges	January 2014

	a. Identify common development themes emerging from College L&D plans and adjust central provision as appropriate.			POD	September 2014
	b. Working with local partners identify researcher development themes and support local delivery options			POD / College	On-going to 2015
6.	On-going promotion of RDF via local researcher development events and PDR development activities	2, 3, 4, 5	1, 4, 5	POD	On-going
	a. Explore the feasibility of using the RDF Planner for researchers at UoB			POD	December 2014
7.	Delivery & evaluation of centrally delivered researcher development activities	2, 3, 4, 5	1, 4, 5		
	a. Complete pilot of Early Career Researcher Leadership Programme			POD	November 2013
	b. Evaluate Early Career Researcher Leadership Development programme 2014			POD	February 2014
	c. Deliver & evaluate "Impactful Researcher"			POD & Colleges	June 2014
	d. Deliver & evaluate Grant & Journal Writing programme			POD & Colleges	July 2014
	e. Complete delivery and evaluate Emerging Leaders Pilot Programme			POD & Colleges	December 2014
	Diversity & Equality				
8.	2013 / 14 has been designated the "UoB Year of Equality in Employment" and is sponsored by the Provost and Vice Principal Prof. Adam Tickell. In keeping with the principle of good HR practice for all staff, activities and principles will apply equally to research staff.	2, 6	4, 5		2013 - 14
	a. 1 College submit for Athena Swan Silver Award			MDS / HR	December 2014
	b. 5 Schools submit for Athena Swan Bronze Award			School / HR	December 2014

	c. The University will participate in LFHE's Project Aurora			POD / LFHE	2014/15
	d. On-going use of on-line Equality & Diversity training for all staff			HR / Colleges	On-going
	e. Non STEM Colleges explore how Athena Swan principles can be applied in their environments			POD / Colleges	Sept 2015
	Engagement & Involvement of Research Staff				
9.	The re-scheduled internal staff survey will provide important evaluation data and inform further action.	2, 5, 7	4, 5	UEB	December 2013
	a. Research staff responses will be reviewed specifically wherever possible.			Colleges	February 2014
	b. Action plans to address issues emerging from staff survey completed			Colleges	April 2014
10.	Investigate the feasibility of UoB participation in CROS 2015. This is now a more realistic proposition following the re-scheduling of our internal survey.	2, 5, 7		POD / HRLT / R&KT	November 2014
11.	Review & evaluate local researcher support & development activities	2, 4, 5, 7		POD / Colleges	September 2015

Glossary

HR – Human Resources

HRLT – Human Resources Leadership Team

LFHE – Leadership Foundation for Higher Education

MDS – College of Medical & Dental Sciences

POD – People and Organisational Development

RDF – Researcher Development Framework

STEMM – Science, Technology, Engineering, Medical & Mathematics

UEB – University Executive Board

UoB – University of Birmingham