

Meeting of the Board of Governors

*DATE: Thursday 10 February 2022*

*TIME: 16:00*

*LOCATION: via Microsoft Teams*

### Key Details

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| Title | Concordat for the Career Development of Researchers: Annual Compliance Report |
| Date of report | 25 January, 2022 |
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| Department | Research and Innovation Services |
| VCEG Sponsor | Professor Sheldon Hanton (PVC R&I) |
| Document version | 1 |
| Executive Summary and Recommendations | The 15 December Research & Innovation Committee (RIC) discussed an in-depth gap analysis which compared our policies and practice against principles of the Concordat for the Career Development of Researchers (the Concordat). The RIC noted current compliance against our institutional commitments. An implementation plan to further enhance Concordat compliance has been devised and included in this report.  The Board are asked to NOTE our Concordat compliance and the Implementation Plan to further enhance compliance.  Signatories to the Concordat commit to producing an annual report to their Governing Body that includes strategic objectives, measures of success, an implementation plan and progress to date. They are also committed to publishing that report prominently on the University’s website. This is intended to be that report, and so the Board are asked to APPROVE its publication. |

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| Action required | Noting and Approval. |
| Document type | Open |
| Index number |  |

### Implications of [Report / Paper]

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| Financial Implications | Failure to invest appropriately in researchers will reduce the quality and quantity of research our output. This will have direct financial impacts, such as the level of our quality- related (QR) funding, which is allocated according to the results of the Research Excellence Framework (REF) and used in some league tables. Poorer recruitment is an indirect consequence of failure to adequately support research staff, as students, parents, and scholarship sponsors use league table positions to inform their choice of Higher Education provider. |
| Risk Implications | There is a reputational risk associated with failing to support our researchers. |
| Equality & Diversity Implications | Much of the Concordat is centred on equality and inclusion. Signatories have obligations under three headings, and the six obligations under ‘Environment and Culture’, for example, state that: “Excellent research requires a supportive and inclusive research culture”. The seven obligations under ‘Employment’ note that (researchers should be) “recruited, employed and managed under conditions that recognise and value their contributions”. The Concordat’s Institutional Champion is Deputy Chair of the Institutional Athena Swan Institutional Self-Assessment Team, and a member of the Institutional Race Equality Charter Mark Action Group. Due care will be taken to ensure that the membership of the Concordat Implementation Group is appropriately representative and inclusive. |

## Approval Route

|  |  |
| --- | --- |
| 15 December 2021 | Research and Innovation Committee |
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|  |  |

### Length of Paper:

8 pages



Concordat for the Career Development of Researchers: Annual Compliance Report

MEETING OF THE BOARD OF GOVERNORS

## Date of report

25 January 2022

## Report author(s)

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## Contents

1. [INTRODUCTION 5](#_bookmark0)
2. [INSTITUTIONAL MANAGEMENT OF THE CONCORDAT 5](#_bookmark1)
3. [STRATEGIC OBJECTIVES 6](#_bookmark2)
4. [MEASURES OF SUCCESS 6](#_bookmark3)
5. [PROGRESS AGAINST OUR SIGNATORY RESPONSIBILITIES 6](#_bookmark4)
6. [FURTHER ACTIONS 6](#_bookmark5)
7. [CONCLUSIONS 8](#_bookmark6)

# INTRODUCTION

* 1. Cardiff Met became a signatory to the Concordat for the Career Development of Researchers (the Concordat) in February 2021. This document reports progress in delivering the University’s consequent responsibilities. The Board are asked to NOTE progress against the Concordat’s requirements - together with the list of actions - and APPROVE the publication of this report.
  2. The Concordat is an agreement between employers of researchers and research funders on the expectations for the professional development and employment conditions of researchers in the UK.
  3. Organisations sign the Concordat to show their commitment to three clear principles under ‘Environment and Culture’, ‘Employment’, and ‘Professional and Career Development’. The Concordat is an aspirational, flexible and living document that will adapt to our evolving research environment.
  4. Research and Innovation Services have compiled an Implementation Plan outlining the enhancement actions we will take to further improve support for our researchers.
  5. Signatories to the Concordat commit to producing an annual report to their Governing Body that includes strategic objectives, measures of success, an implementation plan and progress to date. They are also committed to publishing that report prominently on the University’s website. This is intended to be that report.

# INSTITUTIONAL MANAGEMENT OF THE CONCORDAT

* 1. The 15 December 2021 Research and Innovation Committee endorsed a proposal that the University Director of Research be the Concordat’s Institutional Champion, with day-to-day operational control of the Implementation Plan being assigned to a Senior R&I Officer with significant experience of the previous Concordat.
  2. A Concordat Implementation Group (CIG) was also approved, comprising:
     + The Institutional Champion (Chair)
     + A Research & Innovation Services Representative (Senior R&I Officer)
     + An Organisational Development Representative (Deputy Director, People Services)
     + School Representatives (6 Associate Deans, Research)
     + Research Managers (2)
     + Research Staff Representatives (2)

# STRATEGIC OBJECTIVES

* 1. We have three strategic objectives in relation to the Concordat:

1. to uphold our signatory responsibilities under the tenets of the Concordat;
2. to encourage, support, challenge and inspire colleagues in our research community to develop, promote and sustain a supportive, stimulating and productive research culture which enshrines equality, diversity and inclusivity in all its processes; and
3. to align with Welsh Government policies and acts such as the Well-being of Future Generations (Wales) Act.

# MEASURES OF SUCCESS

* 1. We will measure our success in delivering our commitments to the Concordat through:

1. The publication of this report on a new, public facing Researcher Development webpage on the Research & Innovation Services section of our website;
2. the timely delivery of all aspects of the Implementation Plan shown in Table 1, Section 6.

# PROGRESS AGAINST OUR SIGNATORY RESPONSIBILITIES

* 1. A gap analysis presented to the 15 December Research and Innovation Committee (RIC) compared our current policies and practice against the Concordat’s principles. It demonstrated, to the RIC’s satisfaction, that Cardiff Met is compliant with all its commitments as a signatory.
  2. The 2022 Implementation Plan in Section 6 includes a series of identified actions to further enhance our provision.

# FURTHER ACTIONS

* 1. Publish the approved report on the University’s website by March 2022.
  2. Produce a schedule for developing the annual report and action plan by July 2022.
  3. The CIG to complete all its actions by December 2022.
  4. Other detailed actions are described in the Implementation Plan in Table 1.

#### Table 1: Implementation Plan to further enhance Concordat Compliance

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | | **Responsibility** | **By** |
| **1. Awareness Raising** | |  |  |
| 1.1 | Convene a Concordat Implementation Group chaired by the University Director of Research with representation from People Services, researchers, research managers and all Schools. | Director of Research | Jan 2022 |
| 1.2 | Publish and translate the Concordat compliance report to Governors on the university’s website. | Senior R&I Officer | Mar  2022 |
| 1.3 | Develop a ‘one-stop shop’ web resource for all research-active staff, including information on the career development support available. | Senior R&I Officer | Mar  2022 |
| 1.4 | Email all staff on research contracts and their managers, telling them of our commitments to them under the terms of the Concordat and inviting them to termly meetings with the University Director of Research. | Director of Research | Feb 2022 |
| **2. Environment and Culture** | |  |  |
| 2.1 | Undertake a consultation with researchers and their line managers to identify ways to enhance alignment with Concordat Principles, and identify activities / support required for future action plans. | Senior R&I Officer | May 2022 |
| 2.2 | Ensure that feedback from the consultation improves our approach to and progress in implementing the Concordat and ensuring it is incorporated into future annual reports and action plans. | Senior R&I Officer | Dec 2022 |
| 2.3 | Subscribe to the UK Research Integrity Office’s services. | REF and Policy Manager | Jan  2022 |
| 2.4 | Raise awareness of the University’s Research Integrity and Governance commitments by promoting them on our internal web portal. | REF and Policy Manager | Jul  2022 |
| **3. Employment** | |  |  |
| 3.1 | Liaise with People Services to ensure the existing support provided to managers of researchers, such as modules on equality and diversity and unconscious bias, addresses the principles of the Concordat. | Senior R&I Officer | Jan 2022 |

|  |  |  |  |
| --- | --- | --- | --- |
| 3.2 | Use the outcomes of ‘Staff Pulse’ surveys to improve institutional support for researchers. | Deputy Director, People Services | Jul 2022 |
| 3.3 | Improve Research and Innovation Services (RIS) inductions to ensure researchers and their line managers are aware of support available to aid researchers’ career development, such as staff development activities, the CIG, and regular access to the University Director of Research. | Senior R&I Officer and Deputy Director, People Services | Jul 2022 |
| **4 Professional and Career development** | |  |  |
| 4.1 | Continue to develop and evolve RIS staff development opportunities such as workshops on grant development, REF, and using academic writing to build an academic career. Use these opportunities as one way to ensure that the principles of the Concordat are delivered. | Senior R&I Officer | Sep 2022 |

# CONCLUSIONS

* 1. The Board are asked to NOTE our Concordat compliance and the Implementation Plan to further enhance our support for the career development or researchers.
  2. The Board is asked to APPROVE the publication of this report.

#### End.