University of South Wales Prifysgol <u>De</u> Cymru

University of South Wales and The College Merthyr Tydfil

Strategic Equality Plan 2020 – 2024

Promoting equality, valuing diversity and advancing inclusion



Foreword by Professor Julie Lydon, Vice Chancellor

The University of South Wales and The College Merthyr Tydfil are fully committed to our responsibilities to deliver the general duties in the Equality Act and the duties that are specific to Wales. I believe that universities and colleges have an important role to play in progressing the inclusion agenda in Wales and our new Strategic Equality Plan for 2020 to 2024 sets out our commitment to drive our work forwards in embracing this challenge over the next four years.

We have set six strategic objectives that set out how we will provide a safe, welcoming and inclusive community for all our students, staff, partners and visitors. These objectives have been developed in consultation with a wide range of staff, students and student union colleagues through a variety of engagement activities and in conjunction with the University and College's equality committees and staff networks.

The objectives build upon some of the progress we have already made in this area across the university and college, from implementation of the actions from our Athena Swan Bronze Award achieved in March 2020, to the on-going work to progress sexual orientation and gender identity equality, which has seen us rise to 23rd in the 2020 Stonewall Workplace Equality Index. We have ambitious plans to increase the reach of our Wales-Wide Women in STEM Network, to reintroduce the Wales Women in Universities Mentoring Scheme across the sector and to promote our work as a University of Sanctuary, amongst many other actions across all protected characteristic groups.

Our objectives focus upon broad themes that prioritise the equality and diversity work at the University and College, addressing the importance we place on promoting a culture of inclusion and embedding equality into the institutions' decision-making, learning and teaching practices and recruitment activities. The action plan sets out how we will work towards these objectives and provides us with continuity of focus, which we will adapt and evolve throughout the lifespan of this four-year Plan. This will require a collective effort from our university and college communities and I am grateful for your continued interest, engagement, challenge and support along the way.

Professor Julie Lydon, Vice Chancellor University of South Wales Group



Our Commitment to Inclusivity

Our commitment to equality is at the heart of what we do at the University of South Wales and The College Merthyr Tydfil. We are committed to creating and maintaining an inclusive learning and working environment, where equality is advanced, diversity is valued, there is equitable access to success and discriminatory behaviour is not tolerated. In short, a working and learning environment in which everyone can feel valued for who they truly are.

This Strategic Equality Plan sets out how we will put these values into practice with our equality objectives for 2020 to 2024 and the actions that we will take across our activities to prevent harassment and discrimination, promote equality of opportunity and foster greater understanding between different groups of people. The Plan considers equality in relation to the protected characteristics of age, disability, gender identity, pregnancy and maternity, race, religion and belief, sex and sexual orientation, and has been developed within the context of our duties under the Equality Act 2010. It is informed by national and wider expectations and requirements of the Higher Education sector, such as the QAA Code and the EU Accessibility Directive, and is a framework that supports our staff and student communities to develop, and celebrate, our roles as Global Citizens.

In recognising our commitment to equality legislation and this wider context, within this Plan we will take steps to:

- meet the needs and rights of staff, students and visitors from protected groups;
- remove any disadvantage experienced by students, staff and visitors due to their protected characteristics;
- remove barriers to participation in all aspects of University and College life for students, staff and visitors from protected characteristic groups;
- foster good relations between people who share a protected characteristic and those who do not, promoting inclusive University and College communities where people work positively together and diversity is valued.

Our Strategic Equality Objectives

Our six objectives set out the institutional priorities for 2020 to 2024 for the University and The College. The key purpose of our objectives is to drive better experiences and outcomes for staff and students with protected characteristics.

We will build a culture of inclusion by promoting dignity, respect, fairness
 and wellbeing within the University and College communities.

We will continue to build a fair, respectful university community where diversity is perceived as a strength and where our students and staff feel valued and can reach their potential whatever their unique background through proactively promoting an inclusive culture, celebrating diversity, not tolerating identity based harassment or discrimination and promoting knowledge and understanding of inclusion.





We will mainstream equality, diversity and inclusion into University
 and College decision-making, policies, practices and procurement.

We will continue our journey to embed inclusive policies, processes and practices at every level where decision-making is informed by an equality impact assessment and a commitment to promote equality of opportunity.

We will embed equality, diversity and inclusion into the design and elivery of our curriculum, courses and assessment methods.

We will develop our approaches to ensure that materials, teaching practices and assessments are designed from the outset to be inclusive for students from all backgrounds, cultures and identities, with accessibility considerations embedded throughout, and develop curriculum content that proactively includes contributions from people with different genders, ethnicities and other characteristics.





We will extend our attractiveness as a university and college of choice for students and staff from diverse backgrounds, cultures and identities.

We will actively promote the University and College to prospective students and staff from diverse backgrounds, taking action to address any long-term differences in application and offer rates and proactively tackling underrepresentation.

We will work to increase the accessibility of our IT systems, physical environments and communications.

We will take action to understand the barriers to accessibility within our physical environment, our information technology and our communications and implement measures to minimise these barriers.





We will take action to reduce the pay gaps at USW and • The College.

We will undertake detailed analysis to understand our pay gaps and proactively work to reduce them.

Our Context

The University of South Wales (USW) was formed in April 2013 and has campuses in Cardiff, Newport, Pontypridd and Dubai.

Our 23,000 students and 2000 staff are recruited locally, nationally and internationally. This Plan has been developed within the context of the University's 2030 Strategy, supporting its strategic direction and embedding inclusion into the delivery of the core goals, enablers and values.

The College Merthyr Tydfil is a further education college that employs 288 staff and has 2200 students.

It provides over 100 courses, including A Levels, vocational qualifications, apprenticeships, diplomas, degrees and professional qualifications. This Plan sits underneath the College's Strategic Plan and embeds The College ethos of a safe, supportive and inclusive environment.

This Plan intrinsically links to delivery of the principles set out within the USW Group Equality, Diversity & Inclusion Policy Statement, which outlines the University and College's commitment to equality, diversity and inclusion being integral parts of our institutions and our student and staff experiences.

The Plan links into the USW Prevent Protocol, developed in response to the Prevent Duty. The University and College's approach to the Prevent Duty is based on the principles of free speech, engagement, inclusion and safeguarding and is consistent with the commitments to equality outlined in the USW Group Equality, Diversity & Inclusion Policy Statement. The University and College's Freedom of Speech Code of Practice and External Speakers/Events Policy build upon this principle by recognising that the ability to query the positions and views of others and put forward radical ideas that may sometimes be controversial is central to the concept of an academic community. At the same time, it acknowledges that freedom of speech must be within the law and that in the exchange of opinions everyone must treat others fairly and with dignity and respect. This builds on our Equality, Diversity & Inclusion Policy Statement and Dignity at Work/Study Policies by reinforcing the protection of staff and students from behaviour that can result in the creation of an intimidating and hostile working or studying environment.

The University and College are committed to the principle of treating the Welsh language on a basis of equality within every aspect of academic and administrative provision and complying with the Welsh Language Standards. Although this Plan does not include Welsh language, Welsh language matters are regularly considered alongside the equality agenda, particularly when conducting Equality Impact Assessments.

Developing Our Equality Objectives

Our equality objectives have been identified through engagement with staff, students, student union and third sector organisations which has explored the views and experiences of those with protected characteristics. We have also undertaken indepth analysis of equality data and information.

We participate in a range of equality charters and benchmarking initiatives. The engagement activities, detailed self-assessments and action planning undertaken for these has provided us with valuable evidence to inform these objectives.

In summary, we have developed our objectives based upon:

- engagement with staff, staff equality networks and forums, university and college equality committees, students, learner forums, student union colleagues and voluntary sector equality organisations through a series of focus groups, workshops, meetings and one to one sessions;
- analysis of institutional staff and student data, including employment information reports, student equalities data, additional learning needs data, equal pay reviews and institutional equality surveys;
- a range of relevant equalities research and reports, including the EHRC report 'Is Wales Fairer?'.
- compliance with the general and specific duties, including: assessment of impact, staff training, accessibility, procurement and pay differences.



Implementing Our Equality Objectives

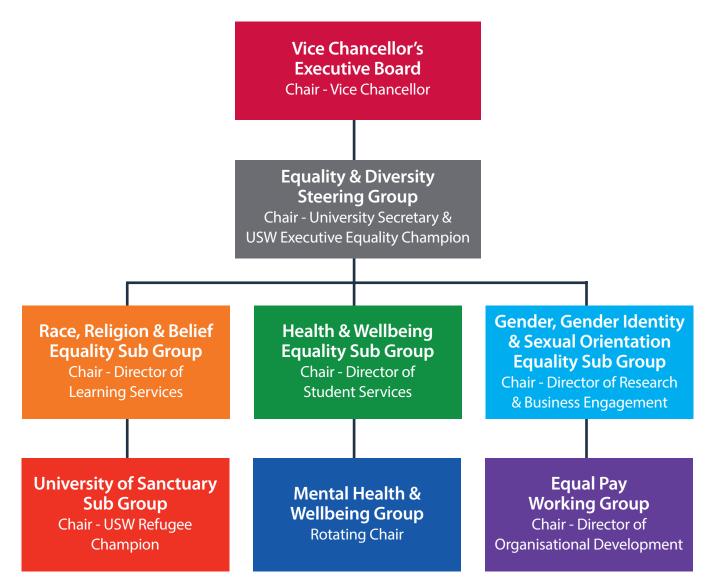
We recognise that achieving our equality objectives is a long-term goal that will require proactive and on-going action in order to evidence meaningful change and impact.

Our objectives are underpinned by detailed implementation plans for each institution setting out the actions we will take to do this, with actions relating to all protected characteristics. These implementation plans are live documents which will be updated as needed and reviewed each year within our published annual reports.

Responsibility for our equality objectives lies with the University's Board of Governors and The

College Merthyr Tydfil's Board of Directors. Implementation will be driven by the University and College equality governance arrangements, including the USW Group Equality & Diversity Steering Group and The College Merthyr Tydfil Inclusivity and Diversity Steering Group. Both steering groups meet termly and have wideranging cross-institutional senior membership, including student and trade union representation.

The University and College have Equality Sub Groups that will progress the equalities agenda for specific protected characteristics and monitor implementation of our equality objectives. The equality sub groups meet termly and feed directly into the Steering Groups.



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Our formal governance arrangements are supported by a range of staff equality networks that proactively support implementation of the objectives. Through the implementation of this Plan, our staff equality networks will be extended to include race and carers.



Monitoring Implementation of Our Equality Objectives

Monitoring the implementation and impact of our equality objectives and action plan is an on-going process that will take place through the equality governance structures and equality networks.

Detailed scrutiny on the progress towards meeting our equality objectives will be published in our annual reports by the 31st March each year on the University and College websites. These will include analysis of the effectiveness of the steps we are taking to meet the objectives. In line with the Equality Act Specific Duties, alongside our annual reports we will publish detailed employment information and student equality data reports that will be used to assess progress towards achieving our equality objectives.

How to Contact Us

For further information or to provide feedback on this Strategic Equality Plan, please contact: **governance@southwales.ac.uk**



University of South Wales Equality Action Plan, April 2020

OBJECTIVE 1 - We will build a culture of inclusion by promoting dignity, respect, fairness and wellbeing within the University and College communities.

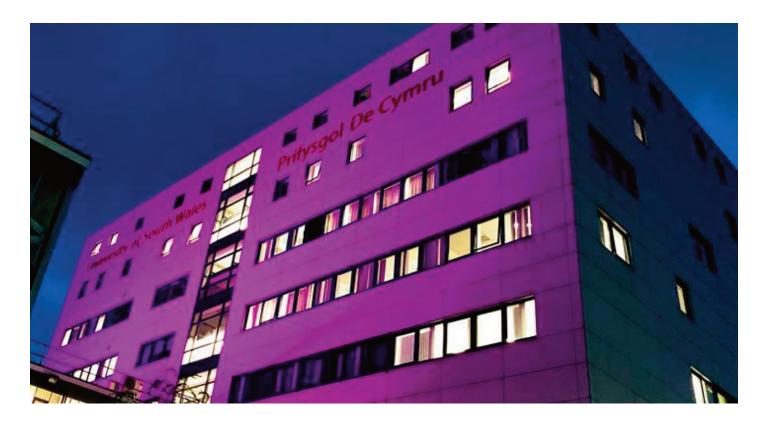
REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
1.1	Develop and implement a USW Creating the Culture Plan.	To respond to the UUK's Changing the Culture Report & EHRC Inquiry into Racial Harassment. All Protected Characteristics	 Develop a shared understanding of 'inclusion' Develop a plan in relation to identity based violence, harassment & discrimination 	March 2024	Creating the Culture Group, chaired by Director of Student Services
1.2	Implement the recommendation s from the EHRC Inquiry into Racial Harassment & Harassment at Work Guidance.	To respond to the EHRC Inquiry into Racial Harassment & EHRC Sexual Harassment & Harassment at Work Guidance. All Protected Characteristics	 Develop revised Dignity at Work Policy Develop revised Dignity at Study Policy and review Dignity Advisers scheme Develop & implement EHRC Inquiry Action Plan. 		ER Partner, HR EDI Manager, HR University Secretary & Board of Governors
1.3	Retain our status as a University of Sanctuary.	In response to the Welsh Government's Nation of Sanctuary Refugee & Asylum Seeker Delivery Plan and to promote USW as a place where refugees and asylum seekers feel safe and welcome. All Protected Characteristics	 Gain recognition as a University of Sanctuary. Implement recommendations from the assessment. Implement USW's University of Sanctuary Action Plan. 	April 2020 Sept 2020 Reviewed annually	USW's University of Sanctuary Sub Group, feeding directly into EDSG
1.4	Develop and implement a Mental Health & Wellbeing Plan.	In response to UUK's Step Change Framework and HEFCW's Wellbeing and Health in Higher Education Policy Statement. All Protected Characteristics	 Create Mental Health & Wellbeing governance arrangements. Develop & implement Plan. 	March 2024	Director of Student Services

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
1.5	Deliver inclusion and equality training for staff.	In response to engagement feedback and in compliance with the Equality Act General Duty to foster good relations. All Protected Characteristics	 Delivery of 1 session per term of Cultural Awareness Training, evaluating the training after the first year to assess impact/ongoing need. Increase completion rates of EDI training and incorporate in probation for new starters. Redevelop EIA guidance and resources. 	April 2021	Head of International & Partnerships Development, USW International EDI Manager, HR
1.6	Promote inclusion, cultural diversity and support the faith of students by creating an inclusive community on campus.	In response to engagement feedback and in compliance with Equality Act General Duties. All Protected Characteristics	 Offer inclusive pastoral, religious, educational and social activities/ events/ services to the USW community; offering support at times of crisis. Support students in the expression of their faiths & cultures, including interfaith dialogue. Support & host Staff LGBT+ Network and hold Chaplaincy events for enhancing understanding of gender identity & sexual orientation. 	Ongoing	Director of Chaplaincy Services
1.7	Implementation of USW's Global Engagement Plan and internationalisati on agenda.	Internationalisation of our campuses and academic curricula to enrich academic life, promote a culture of inclusion and foster global competencies to comply with the Equality Act General Duties. All Protected Characteristics	 Implement & monitor impact of Global Engagement Plan. Ensure uptake of student international mobility opportunities Erasmus+ & Global Wales Discover. Implement USW Global Week & international welcome programmes Run Global Assistants Volunteering Programme 	July 2020, with annual reviews	Head of International & Partnership Development, with Faculty Erasmus Leads & Director of Learning Services (Global Wales Discover)
1.8	Support and sustain the Fair Play 30 Equality Champions Network.	In compliance with the General Duty and the engagement provisions of the Equality Act. All Protected Characteristics	 Undertake action to further EDI at USW with Fair Play 30. Evaluate scheme, monitoring impact & assessing need to recruit further champions. 	August 2021, with annual reviews	EDI Manager & Director of RBE

OBJECTIVE 2 - We will mainstream equality, diversity and inclusion into University and College decision-making, policies, practices and procurement.

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
2.1	Undertake ElAs of implementation of the USW 2030 Strategy.	In compliance with assessing impact Equality Act Specific Duty. All Protected Characteristics	 Implementation Plans for each prioritised activity will receive an EIA. Faculties and professional support areas to develop an Equality Impact Plan in their operational plans for delivery of the 2030 Strategy. 	August 2020 August 2020	Director of Strategy and Development Director of Planning & Performance
2.2	Embed inclusion into USW's procurement policies and practices.	In compliance with procurement Equality Act Specific Duty. All Protected Characteristics	 Incorporate equality into contractual procurement documents and the Pre-Qualifying Questionnaire. Include equality in USW's Procurement Strategy & Policy Statement. Develop and distribute USW Equality & Diversity in Procurement Guidance for Contractors/Sub Contractors. Adopt community benefits approach to significant procurement projects, monitoring implementation through each contract. 	March 2024	Director of Procurement, Finance
2.3	Become accredited as a Disability Confident Leader.	In response to engagement feedback from USW's Disability Staff Network Group and in compliance with Equality Act disability equality provisions. Disability	 Implement Disability Confident Action Plan. Develop Reasonable Adjustments Passport and guidance for staff/managers. Engage with USW's Staff Disability Network, supporting implementation of disability equality initiatives. Apply for Disability Confident Leader status. 	March 2024	HR Operations Manager & EDI Manager, in partnership with the Staff Disability Network Group

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
2.4	Retain USW's Time to Change Wales Champions accreditation.	In response to UUK's Step Change Framework, HEFCW's Wellbeing & Health in HE Policy Statement and USW signing the Time to Change Wales pledge. Disability	 Implement core principles of Time to Change Wales pledge. Support mental health champions scheme. 	August 2024	Mental Health & Wellbeing Sub Group
2.5	Retain status as a Stonewall Diversity Champion & implement Stonewall Workplace Equality Index requirements.	In response to engagement feedback and in compliance with the Equality Act General Duties. Gender identity, sexual orientation	 Renew Stonewall membership annually. Implement Stonewall Workplace Equality Index criteria. Enter Stonewall Workplace Equality Index. 	Sept 2020 & every Sept thereafter	EDI Manager, in partnership with LGBT+ Staff Network Spectrum
2.6	Actively engage with staff and student union colleagues from and representing protected characteristic groups.	In compliance with the engagement Equality Act Specific Duty. All Protected Characteristics	 Actively engage with SU and work to gain representation of SU on all equality groups. Support the creation of a BAME Staff Network and a Carers Network. Engage with and support the staff equality networks. 	Ongoing March 2023 Ongoing	EDI Manager, in conjunction with EDSG EDI Manager, HR Network chairs, EDI Manager & Chaplaincy



OBJECTIVE 3 - We will embed equality, diversity and inclusion into the design and delivery of our curriculum, courses and assessment methods.

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
3.1	Develop the provision of learning and development around equality and inclusion.	In response to engagement feedback and in compliance with the training Equality Act Specific Duty. All Protected Characteristics	 Embed EDI into PGCert. Embed EDI into the New to Teaching in HE course. Consider other opportunities for training/seminars/ workshops. 	Ongoing, to be reviewed annually	Deputy Director of CELT, Academic Subject Manager (Curriculum Design)
3.2	Develop our approach to decolonising the curriculum.	In response to engagement feedback and in compliance with the Equality Act General Duties. Race	 Establish Community of Expertise on Decolonising the Curriculum. Develop a shared understanding of 'decolonisation' and what this means to USW. Develop plan to explore, raise awareness & undertake action to decolonise the curriculum. 	March 2024	Deputy Director of CELT, Academic Subject Manager (Curriculum Design)
3.3	Develop an EIA form, guidance and process for course validations/ re-validations.	In response to engagement feedback and in compliance with the assessing impact Equality Act Specific Duty. All Protected Characteristics	 EIA form & guidance for validations/ re-validations and panellists developed. EIA training/support for teams and panellists delivered. 	August 2021, with ongoing support	Deputy Director of CELT, Academic Subject Manager (Curriculum Design)
3.4	Use student equality data to assess and develop plans to support the student experience for protected characteristic groups.	In compliance with the equality information provisions in the Equality Act. All Protected Characteristics	 Student equality data reintroduced into faculty continuous monitoring. Actions developed by faculties, as part of continuous monitoring, responding to key priorities arising from student equality data. Data used for EIAs of re/validations. 	August 2021 & annually there-after	Associate Registrar (QAE), Academic Registry

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
3.5	Undertake an exploratory study into the experiences of BAME students and staff at USW.	In response to engagement feedback, the EHRC Inquiry into Racial Harassment and in compliance with the Equality Act General Duties. Race	 Undertake an exploratory study into the experiences of BAME staff & students. Recommendations from the study developed & shared widely, with an action plan highlighting key priorities developed. Action plan implemented and annual analysis of key data (including student continuation and attainment) undertaken to assess impact. 	Sept 2020 March 2024	Deputy Director of CELT, Academic Subject Manager (Curriculum Design)
3.6	Support students with protected characteristics to undertake work based learning opportunities.	In response to 'Is Wales Fairer?' and in compliance with Equality Act General Duties Disability, Race	 Provide work experience placements for up to 400 full-time disabled students, BAME students, care leavers, carers and students from lower participation neighbourhoods through the Go Wales Project. Monitor uptake by protected characteristics. 	August 2022	Director of Learning Services

OBJECTIVE 4 - We will extend our attractiveness as a university and college of choice for students and staff from diverse backgrounds, cultures and identities.

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
4.1	Develop and implement a Widening Participation Strategy.	In compliance with the Equality Act General Duty on promoting equality of opportunity. Disability, Race	 Development of strategy with specific work in relation to applicants from protected characteristic groups. Increase representation of students from a range of groups, including disabled students, BAME students, carers, care leavers & families of current or former serving personnel. 	For review by August 2021, with, ongoing implement ation of strategy & annual review.	Head of UK Student Recruitment
4.2	Undertake annual scrutiny of UCAS data and take action to address any disparities in application and offer rates for students from protected characteristic groups.	In compliance with the equality information Equality Act Specific Duty. Race, Sex	 Analysis of data undertaken, with a particular focus upon BAME students. Actions put in place to address any persistent disparities in offer and acceptance rates. 	April 2021, with annual review thereafter & actions linked to Widening Participatio n Strategy	Head of UK Student Recruitment
4.3	Implement measures to reach the diversity targets within the Fee & Access Plan.	To meet HEFCW's Fee & Access Plan requirements and in compliance with the Equality Act General Duties. Age, Disability, Race, Sex	 Implement equality targets in Fee & Access Plan. Implementation of Reaching Wider Programme Plan & First Campus Reaching Wider Strategy. 	September each yearJuly 2022, with annual review thereafter	Director of Planning & Performance First Campus
4.4	Undertake action to increase the diversity of the USW workforce.	In response to 'Is Wales Fairer?', identified as an Athena Swan priority and in compliance with the Equality Act General Duties. All Protected Characteristics	 Take steps to understand the impact of current recruitment practices on diversity. Implement changes to the recruitment system, guidance, advertising, application & selection methods to remove barriers and support the creation of a diverse workforce. 	March 2024	Director HR Operations Manager, HR

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
4.5	Ensure applicants from protected characteristic groups are able to apply and succeed at USW apprenticeships.	report 'Is Wales Fairer?' and in compliance with the Equality Act General Duties. All Protected	 Undertake EIAs of apprenticeship schemes. Work with employers & external orgs to support diversity in recruitment. Assess and undertake action to reduce any imbalances in the success rates of applicants and completion rates of protected characteristic groups. 	March 2024	Director of Strategic Alliances & Partnerships



OBJECTIVE 5 - We will work to increase the accessibility of our IT systems, physical environments and communications.

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
5.1	Undertake an Access Audit of our physical environment and infrastructure and develop a plan for implementation.	In compliance with the accessibility Equality Act Specific Duty. Disability, Gender Identity	 Undertake Access Audit, with priorities assessed and implementation plan developed. Staff Disability Network Group consulted upon audit & assessment of priority areas. Implementation of accessibility changes to priority areas. Gender neutral facilities available on all campuses. 	March 2024	Maintenance Manager, Estates & Facilities
5.2	Undertake actions to comply with the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations.	In compliance with the accessibility Equality Act Specific Duty and the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations. Disability	 Establish Accessibility Working Group. Undertake assessment of current accessibility. Implement accessibility improvements to web delivered services and apps. Develop guidance on accessible communication. 	September 2021	Accessibility Working Group, chaired by University Secretary



OBJECTIVE 6 - We will take action to reduce the pay gaps at USW and The College.

These actions are also USW's Gender Pay Action Plan. In compliance with the Equality Act Specific Duty on pay differences we publish a Pay Policy Statement that is reviewed annually.

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	RESPONSIBILITY
6.1	Publish USW's mean and median gender and ethnicity pay gaps on the Government's report tool annually.	In compliance with Equality Act statutory duty on pay differences. Sex	 Gender pay gaps analysed and published annually. Data used to assess impact of actions undertaken to reduce gender pay gaps. 	March each year	Director of Organisational Development
6.2	Undertake a full Equal Pay Review.	In compliance with Equality Act statutory duty on pay differences. Age, Disability, Race, Religion & Belief, Sexual Orientation & Sex	 Equal Pay Audit Undertaken and recommendations developed. Recommendations implemented. 	June 2020 March 2024	Director of Organisational Development
6.3	Implement the Athena Swan Action Plan, which contains detailed actions in relation to reducing USW's gender pay gaps.	To meet requirements of Athena Swan Institutional Bronze Award and in compliance with the pay differences Equality Act Specific Duty. Gender Identity, Sex, Race	 Work with action owners and Athena Swan Champions to implement the plan. Produce annual reports highlighting progress and impact. Submit Bronze application renewal evidencing impact. 	March 2024	Director of Research & Business Engagement







Mae fersiwn Gymraeg o'r ddogfen hon ar gael. A Welsh language version of this document is available. This document can be made available in different formats upon request.

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