

From: [REDACTED]
Subject: June update from your Stonewall Client Account manager
Date: 22 June 2020 14:05:14

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Dear friend

I hope you are well and having a good start to the week. Here's a few quick updates and events I wanted to share with you from Stonewall.

New WEI criteria and HE Webinar this Thursday

Last week we published our new Workplace Equality Index criteria. I will be talking through the headline changes and our [WEI support Series this Thursday at 2pm](#). The webinar is hosted by the Higher Education Network of Networks and will be recorded to watch if you can't join at the time. [Click here to register for the webinar](#).

Digital learning series

Our five week Digital learning series started last week with a session on bi inclusion and coffee break chat with Lady Phyll, founder of Black Pride. This week's sessions include inclusive leadership and creating workplaces that are inclusive of BAME LGBT people.

You can read the whole programme and [book your place for just £175+VAT on our website here](#). You will also be able to catch up on sessions that have already happened.

Celebrating Pride

Global Pride will be livestreamed this Saturday 27th June, curated by Pride organisers across the world. [Visit the Global Pride website here](#).

Amnesty International, UK Black Pride, ParaPride, Gendered Intelligence and Stonewall are hosting **Pride Inside**, a free online festival of Pride celebrations. The online line-up from 28 June 2020 – 10 July 2020 will be jam-packed with music performances, comedy gigs, workshops, readings, content and panel discussions. [View the Pride Inside line-up on Amnesty's website here](#).

Come Out for Trans Equality

Over the last week you may have also seen some [worrying reports in the press](#) that the government may be slowing progress on trans rights here in the UK, including rumours of regressive action that would see trans people further marginalised in society.

If accurate, these would be another blow for our community at this difficult time. You can read Stonewall's response [here](#) and a helpful article from our partners Mermaids [here](#). Please

get in touch with me to talk about how your organisation can come out for trans equality at this time.

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED] [REDACTED]



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From: [REDACTED]
Subject: November Stonewall update from your Client Account Manager
Date: 23 November 2020 17:14:41
Attachments: [Rainbow Laces 2020 Activation Pack.pdf](#)

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Dear friend

I hope you're keeping safe and well. Here's my latest update with news and resources from Stonewall and the Higher Education sector.

Rainbow Laces 2020

Our annual Rainbow Laces campaign promoting LGBT sports inclusion runs from this Friday 27th November until Sunday 13th December. The highlight will be **Rainbow Laces Day on Wednesday 9th December.**

This year, we're excited to launch a whole range of rainbow laces in different flag designs. As well as the 6-stripe rainbow laces, we have ace, bi, lesbian, non-binary, pan and trans laces! [You can buy the laces online here.](#)

Here's four ways you can take part in the campaign:

- Seek out and share positive stories of LGBT inclusion in sport/exercise, and the difference its made during the pandemic
- Share Stonewall's posts resources in your organisation. We'll be adding more to [our website here](#)
- Show off your laces on social media. Tweet using #RainbowLaces and [@StonewallUK](#).
- Use a virtual background for your online meetings. I've attached a background here.

I've also attached a campaign pack with more ideas and links to brand assets (graphics) you can use on social media and internal communications.

Do get in touch with your questions and ideas, so I can support you to take part in the campaign. I can also chat about how your support for Rainbow Laces could be included in your Workplace Equality Index submission.

Estranged Students Solidarity Week is this week

This week, 23rd to 27th November is Estranged Student Solidarity Week (ESSW).

Estrangement is a breakdown in relationship between an individual and their family, most often parents, for issues ranging from conflicts of world views and identity, changes in family forms to abuse and disownment. Estrangement effects a greater number of people than you'd think, and often goes undiscussed. So these complex family relationships are less understood than they should be.

One of the most marked impacts of estrangement is on education, making it difficult for those without family support to get into and get on within further and higher education. ESSW wants to draw attention to the impact of estrangement on students in higher education and the need for awareness and tailored support: accommodation and the barriers faced in accessing secure affordable housing, financial hardship, mental health, how people's traumatic experiences can shape their ability to succeed, and much more.

ESSW is run by Stand Alone. You can access resources [on their website here](#) and stand [#WithEstrangedStudents](#).

OfS mental health funding competition

The Office for Students (OfS) has relaunched their new mental health funding competition. With funding of £1 million from the Department of Health and Social Care, this competition will focus on particular groups of students who may be at greater risk of mental ill health or who might experience additional barriers to accessing support. You can read more, access bidding guidance and watch a webinar about the competition [on the OfS website here](#).

Coming up at Stonewall

- We're marking **UK Disability History Month** (18th November – 18th December) with a list of LGBT disability organisations you should support [on our website](#).
- Following on from our WEI Criteria Consultancy sessions, we'll be holding **best practice and common challenges webinars in February and March 2021**. These webinars will share the work Diversity Champion organisations are doing, to further inspire your LGBT inclusion work. We'll share more details about the webinars in January.
- On Wednesday 3rd February, we'll be marking the start of LGBT History Month with our **Introduction to LGBT allyship workshop**. Places cost just £40+VAT. You can read more about the session and [book your place online here](#).
- We can also run this and other **digital empowerment workshops** in your organisation for up to 50 staff members for £550+VAT, which works out at just £11+VAT per person! Full details are [on our website here](#).

As always, please contact me at any time to let me know about work in your organisation and how I can support you. I currently work Mondays to Fridays. My last day at work this year will be Thursday 17th December. I'll return to work on Monday 4th December.

Best wishes



From: [REDACTED]
Cc: [Memberships](#)
Subject: Opportunity to come out for trans equality
Date: 19 August 2020 15:03:07
Attachments: [GRA Response Private Letter.pdf](#)
[Letter from media & entertainment business on trans rights.pdf](#)

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Dear friend

As you may be aware, reports recently suggested that the Government was planning regressive legislative steps that would have negatively impacted the lives, safety and careers of trans individuals.

In response to this, 40+ global corporations – brought together by Stonewall, Mermaids, Intermedia and Trans in the City – very effectively voiced their concerns to the Government, in the form of both public and private letters on 1st August 2020.

Building on the momentum from this fantastic initial show up support, now is the time to demonstrate our commitment to our trans employees, customers, colleagues, trans allies and to the wider LGBT+ community, through an extended Corporate response initiative.

What can your organisation do to support?

We are asking you to sign up to the headline message ***“Trans Rights Are Human Rights”*** with a subtext of ***“We value trans people as our employees, colleagues and customers.”*** We will publish a list of signatory organisations (including logos) on **1st September 2020**. These will be featured on a dedicated web page, shared across Social Media, in the press and also on public landmarks including, hopefully, Piccadilly Circus.

We believe that together we can make a difference to trans lives. To sign up and provide your support, please respond to this email (including memberships@stonewall.org.uk) telling us that you wish to participate and attach your latest logo.

The logo should be a minimum of 500 x 500 pixels in PNG format, received by next Friday 28th August.

I look forward to hearing from you.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Wednesdays, Thursdays and Fridays

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Book your Stonewall WEI criteria consultancy session
Date: 01 October 2020 15:50:43

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Hi [REDACTED]

I just wanted to remind you tomorrow is the last day to sign up for a consultancy session. Apologies if you've already done this, as I'm looking at a report on sign ups as of yesterday.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Thursday



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From: [REDACTED]
Sent: 24 September 2020 11:14
To: [REDACTED]
Cc: [REDACTED]
[REDACTED]
Subject: RE: Book your Stonewall WEI criteria consultancy session

Dear [REDACTED]

I'm getting in touch because I noticed that you haven't yet signed up to a Workplace Equality Index criteria consultancy session and I wanted to make sure you didn't miss out. The 2-hour sessions are included in your membership this year and are a fantastic opportunity to get to know the new Workplace Equality Index criteria better and how you can use it to develop your work.

Ahead of the session, you'll provide details of your work so far against three Index areas of your choice. A member of the Stonewall team will then review this work and support you to understand how it can be improved ahead of submissions opening again next year.

[You can register your interest on the Stonewall Submit website here](#) and the strict deadline for this coming up next Friday, October 2nd.

[This video](#) guides you through the process of registering. If you haven't used Stonewall Submit before, you will need to create a new account on the website before getting started.

Please let me know if you have any questions about the session or need any support signing up.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Thursday



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From: [REDACTED]
Sent: 10 September 2020 10:12
Subject: Book your Stonewall WEI criteria consultancy session

Dear friend

I hope you're having a good week and preparations for the new academic year are going well.

Last week you should have received an email about our upcoming criteria consultancy sessions. You can [read the full email online here](#).

You must express your interest to have a meeting by Saturday 3rd October [on Stonewall submit here](#). We'll then be in touch to arrange the meeting date and time.

These sessions will enable Stonewall to provide feedback on your work in up to three areas of the new Workplace Equality Index (WEI) criteria. This can be a mix of:

- Specific sections of the index, for example LGBT Employee Network Group
- Your work against the nine specific bronze award criteria across sections 1, 2 and 3
- Your work on bi identities, non-binary identities or intersectional approaches across the index

Having a consultancy session this autumn will help you prepare and be in the strongest position for when WEI submissions open again in June 2021.

If you've taken part in the WEI before, you'll know how valuable these detailed feedback meetings are to make your LGBT inclusion work the best it can be and help keep up momentum and senior buy-in.

If you've not taken part in the WEI before, this is a great opportunity to have a practice for the

first time.

Please get in touch if you have questions about the consultancy sessions and how you can make the most out of this opportunity. As always, we're here to support your work and your organisation.

Best wishes



My working days are Tuesday, Wednesday and Thursday



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From: [REDACTED]
To: [REDACTED]
Subject: RE: Come out For Trans Equality Campaign
Date: 08 September 2020 10:27:33

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Dear [REDACTED]

Thank you for sending over your logo and for your continued support for trans equality.

We have been working to provide you with the best support during this call to action and have now grouped all the relevant information and media support in a Google drive. As we get closer to the action date of 14th September, we will be uploading more support materials so please do keep checking!

[Here](#) is the link to the drive. In here you will find:

- Social media assets
- Communications guidance (to be uploaded)
- Template press release (to be uploaded)
- Mock-up of the website (to be uploaded)

Once again, please do get in contact if you have any questions.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
To: [REDACTED]
Subject: RE: Contributing to an event on the Impact of Protest
Date: 29 September 2020 12:00:20

Hi [REDACTED]

I hope you are having a good week.

I've check with my colleagues and unfortunately Stonewall will not be able to provide a speaker for the panel event. As an organisation we don't hold enough knowledge about protesting to contribute well to this panel.

Other groups you may want to consider and contact who are better suited for this event are:

- [Black Protest Legal Support](#)
- [Amnesty International](#)
- [Liberty](#)

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Thursday



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From: [REDACTED]
Sent: 17 September 2020 16:40
To: [REDACTED]
Subject: RE: Contributing to an event on the Impact of Protest

Hi [REDACTED]

Thanks for the additional information. I hope to get back to you next week on this.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Thursday



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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: 16 September 2020 13:26
To: [REDACTED]
Subject: RE: Contributing to an event on the Impact of Protest

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Hi [REDACTED]

Thanks for your email, I was just having a go through my inbox. While I'm working part time you can expect a reply to emails within a week. I'm also working to return the trans policy to you next week.

First, for bi Visibility Day, we don't have any specific graphics to share with you. Any bi flag from an online image search should be fine to use. Stonewall will be publishing new research on bi identities very soon so do look out for that.

The panel event sounds like a great way to mark Black History Month. I could ask our BAME/PoC staff network about a member taking part or chairing the panel. This would be at an estimated cost of between [REDACTED]. We could talk about the experiences of BAME/PoC LGBT people in Britain and the importance for inclusion for all.

Would you like to see if a Stonewall staff member is available to chair the panel or speak on the panel?

Other organisations you may want to reach out to are:

- [GWN Multicultural](#)
- [UK Black Pride](#)
- [Gal-dem](#)

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Thursday



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From: [REDACTED]
To: [REDACTED]
Subject: RE: Edited Trans policy
Date: 09 November 2020 14:02:35

Hi [REDACTED]

It's great to see you have a strong opening statement, and that the policy is almost ready to launch.

This Friday, 13th November is the start of Trans Awareness Week. I advise that you launch the policy in this week, ending on 19th November. 20th November is Trans Day of Remembrance. This is a memorial day.

You can communicate your Stonewall Diversity Champions membership as part of the policy launch. Please note that your membership provides a policy review service to help you develop and feedback on your policies in line with best practice. We do not endorse or approve policies as part of this service.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Monday – Thursday



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Sent: 15 October 2020 18:04

To: [REDACTED]

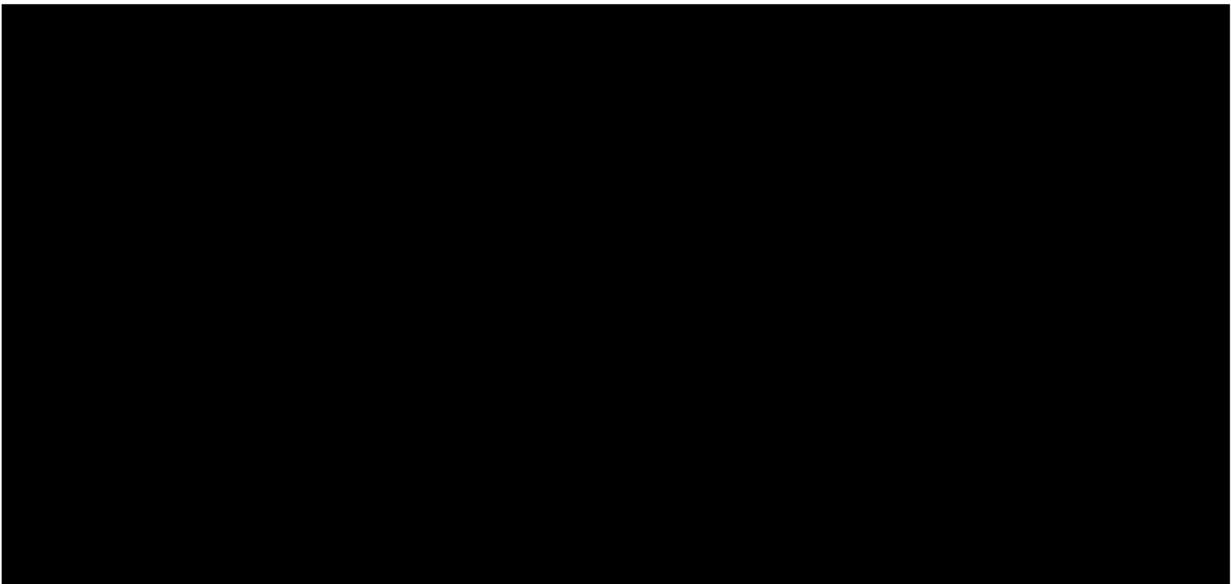
Subject: RE: Edited Trans policy

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Hi [REDACTED]

My colleague has reviewed these policies. Please note going forward, any policies will be reviewed by two Stonewall team members before being returned to you. We can further discuss comments by email or phone/online meeting, but will not usually be able to review policies again.

It's great to see how our previous comments have been taken on board.



Well done for drafting these policies! Please let me know if you want to chat further about these policies and comments. My availability for next Tuesday, Wednesday and Thursday is good.

Thanks

[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Thursday

From: [REDACTED]
To: [REDACTED]
Subject: RE: Harassment Policy
Date: 27 April 2020 12:47:26

Hi [REDACTED]

Thanks for sending through these policies to review. I'll return them to you, and advice on your other points by Monday 11th May (two weeks today).

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]



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[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: 06 April 2020 17:33
To: [REDACTED]
Subject: RE: Harassment Policy

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Hi [REDACTED]

I hope you are OK at this time. I'm not sure if [REDACTED] was able to respond to this before he left, so apologies if I'm duplicating advice already sent to you.

I've attached our Inclusive policy toolkit resource to support you on discrimination, bullying and harassment policies. P6 has examples from other organisations, including on biphobia.

I've had a quick look through the policy and want to advise [REDACTED]

Let me know if you would like me to do a full review of the policy. I look forward to working with you and will email you later this month to set up an introduction call.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]



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[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]
To: [REDACTED]
Subject: RE: Please register the following members on your site asap.
Date: 10 July 2020 16:56:30

Thanks [REDACTED]

I've just sent a meeting invite for Tuesday, please let me know if you want to move the time to fit your diaries, I'm free for most of the day.

I've also set [REDACTED] as a Global Main contact – this means he will have to have access my Diversity Champions and receive some emails from us, but less than you do as a main contact. He should receive an email at the start of next week with a link to set up an account. This link is only active for 24 hours. After that time, he can activate his account [by clicking forgotten password here](#).

I'll make sure email updates from myself go to you and [REDACTED].

Looking forward to speaking to you on Tuesday.
Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]



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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: 09 July 2020 18:05
To: [REDACTED]
Subject: RE: Please register the following members on your site asap.

Hi [REDACTED]

Thanks for your email.

I've updated our records. [REDACTED] have login to My Diversity Champions and will receive our (automated) DC newsletter by email.

I've added [REDACTED] as a Senior leader. [REDACTED] may receive occasional emails from us to senior leaders.

I can send resources available to My DC to any contact by email. I also send email updates to main contacts and network chairs. Please let me know if there's other contacts you want me to include in my emails.

Thanks for letting me know [REDACTED] sent a letter too, it's really great to see and we know these kinds of letters from workplaces do have an impact on government decision making.

I'm also free all of Tuesday except 3pm. Can I suggest 11am for a call? Let me know if that's ok or another time and I'll send a Teams meeting invite.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



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Direct:

[REDACTED]

Memberships Department: 020 7593 3743

Switchboard: 020 7593 1850

Info Line: 08000 50 20 20

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in England and Wales: Stonewall Equality Ltd, 192 St John Street, London EC1V 4JY
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[REDACTED]

[REDACTED]

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[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: 08 July 2020 13:09
To: [REDACTED]
Subject: RE: Please register the following members on your site asap.

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Hi [REDACTED]

Thanks for your email, and sorry for my delay in replying to you.

We provide a limited number of logins to the My Diversity Champions hub to member organisations.

Those who have a login account can download resources to share internally with colleagues. They can also access video links to webinars, including our new WEI criteria webinars to share internally as needed.

Currently on our records we have

- Main Contact (UK): [REDACTED]
- LGBT Staff network chairs: [REDACTED]
- Senior contact (*these types of contacts do not receive My DC access*): [REDACTED]

Please let me know:

- If I should change main contact from [REDACTED]
- If I should change Senior contact from [REDACTED]
- Who I should add as a main contact for global work. This could be the same person or different from the main contact. This individual will also receive a login.

I also wonder if you're free next week (w/c 13th July) or the week after (w/c 20th July) for a catch up call? It would be great to just have a chat and hear how work is going at Imperial and if there's anything specific I can support you with at the moment.

My best availability is Tuesdays, Wednesdays and Thursdays between 10am and 4pm so please suggest a few slots that could work on your end. I can then schedule a meeting on Microsoft teams.

I look forward to hearing from you.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]



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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This email message has been delivered safely and archived online by Mimecast.

This email message has been delivered safely and archived online by Mimecast.

This email message has been delivered safely and archived online by Mimecast.

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: PO for annual membership
Date: 08 September 2020 12:13:21

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Hi [REDACTED]

Thanks for sending through this PO number, we'll make sure it's included on the invoice and issued as requested.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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From: [REDACTED]
To: [REDACTED]
Subject: RE: Stonewall Consultancy Session agenda
Date: 30 November 2020 18:52:33

Hi [REDACTED]

My written feedback from your pre-meeting task is now ready to read on Stonewall Submit. I will expand on this further in the meeting. Please share the feedback with other meeting attendees.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Monday – Thursday



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From: [REDACTED]

Sent: 30 November 2020 11:35

To: [REDACTED]
Subject: Stonewall Consultancy Session agenda

Hi [REDACTED]

Thank you for completing the pre-session task ahead of our session on Tuesday 8th December. I'm just getting in touch with some further information about the session and an agenda. Please feel free to forward this on to the other attendees.

Agenda

1. Intros and context
2. How your work has been affected by COVID-19
3. Feedback on your pre-session task (approx. 60 mins)
 - Supply chains
 - LGBT employee network group
 - Leadership
4. Additional areas of practice:
 - Your intersectional approach
 - Bi inclusion, non-binary inclusion and trans inclusion
 - Reaching employees in multiple locations
5. Bronze, Silver and Gold Employer Awards
6. Any additional questions

We'll also have a break around halfway through the meeting.

If you haven't already, [I would recommend watching pre-recorded webinars](#) - introducing overall changes to the criteria – ahead of the session.

Further information

To confirm, Imperial will be hosting the meeting on Teams.

Ahead of the session, you can view my written feedback on your pre-session task by logging into your submission and clicking 'review'. I will email you when this is available to view, by Thursday 3rd December.

Please share this written feedback before the meeting with attendees. I will expand on the feedback in the meeting. It is Stonewall policy not to record these sessions, but we can work through other ways to ensure the learnings are documented and shared.

Please let me know if you or any of the other attendees have any access needs and I'll do my best to accommodate these.

Code of conduct

As part of our standard process, I'm attaching our Code of Conduct for your reference. The purpose of these sessions is to ensure that your organisation and people benefit from our expertise and support in furthering LGBT inclusion. On very rare occasions a constructive

environment for discussion and learning can deteriorate due to inappropriate or offensive behaviour and misunderstandings can occur. In order to ensure that we maintain a productive working environment our staff will attempt to redirect the meeting but they reserve the right to conclude or terminate a meeting if they deem that the environment has become unworkable, as outlined in the document.

Please let me know if you have any questions ahead of the session. Otherwise, I look forward to meeting with you very soon!

Best wishes



My working days are Monday – Thursday



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From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Stonewall Consultancy Session invite
Date: 22 October 2020 16:36:06

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Hi [REDACTED]

I think it's best to see this as a practice run and detail events from the last year, so November 2019 – November 2020. However I'm happy to provide feedback on any events you detail.

You might want to detail events that was more than a year ago, but you'll be running again within this next submission window. Or you might want to prioritise feedback on very recent events.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Monday – Thursday



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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Date: Wednesday, 21 October 2020 at 12:46
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Stonewall Consultancy Session invite

Hi [REDACTED]

Thanks for your reply. I can confirm the session for **8th December, 2pm-4pm**. Would you like me to set up a Teams meeting or would you like to host from your end?

7 people in the meeting is absolutely fine, we just want to make sure those attending have a specific interest or role in the feedback that will be discussed.

You will need to complete the pre meeting task on Stonewall Submit by **24th November**.

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED] [REDACTED]
[REDACTED]

My working days are Tuesday, Wednesday and Thursday





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[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Date: Tuesday, 20 October 2020 at 12:44
To: [REDACTED]
Subject: RE: Stonewall Consultancy Session invite

Hi [REDACTED]

I hope you are well.

I'm just following up on my email from earlier this month to book your Consultancy Session.

My availability is up to date on my calendar, which you can view here:

- [On your calendar app](#)
- [On a web browser](#)

I'm keen to book the session this week. I will be on leave from this Friday 23rd October, returning to work on Monday 2nd November.

Best wishes

[REDACTED]

[REDACTED]

Client Account Manager (Higher Education)

Pronouns: He/Him

[Follow me on LinkedIn](#)

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From:

Sent: 08 October 2020 09:43

To:

Subject: Stonewall Consultancy Session invite

Hi ,

I hope you're well!

Thank you for registering your interest in a Workplace Equality Index criteria consultancy session. I'm getting in touch to confirm that I'll be delivering your session and to arrange a date/time with you.

This email has a lot of information. Please contact me if you have any questions.

More about the session

Your criteria consultancy will be a 2-hour session focusing on the new Index criteria questions and getting you ready for when submissions open again next year.

Ahead of the session, you'll complete a pre-session task, focusing on three Index areas of your choice. We'll spend most of the meeting discussing these three areas and I'll feedback on areas for improvement.

There will also be time to discuss your LGBT inclusion work this year and any challenges you're continuing to face as a result of the COVID-19 pandemic.

Because we'll be focusing on the detail of the criteria, your team members most closely involvement in compiling Workplace Equality Index submissions will find the session most helpful. To keep the conversation focused, I would recommend inviting no more than 5 attendees. This might also include your LGBT employee network group chairs and colleagues responsible for delivering the chosen areas of work (for example your procurement lead if you choose to focus on supply chains).

I will provide a more detailed agenda nearer the time.

Deciding a date and time

Your session can take place between Thursday 5th November and Thursday 17th December. There is some flexibility on the timing of sessions.

You can view my availability, either:

- [On your calendar app](#)
- [On a web browser](#)

Please note – this calendar is being shared with other Diversity Champions, so we will not display any organisational information on it.

Once you've reviewed the available meeting slots, please:

- Let me know your three preferred meeting dates and times
- Hold these in attendees' calendars where possible.
- Let me know names and job roles of your colleagues who are likely to attend the meeting too.
- Share any access requirements of attendees that I should be aware of when planning and delivering the session.

Once I've received your reply, I'll be in touch within a week to confirm our meeting date.

Tech arrangements

Due to ongoing restrictions relating to COVID-19, we will be delivering all criteria consultancy sessions digitally. I would be very happy to deliver the session on your organisation's video conferencing system of choice. Alternatively, I can arrange a Teams or Zoom meeting through Stonewall's accounts. Please let me know your preference.

Your pre-session task

Your pre-session task can be accessed and completed on Stonewall Submit. It should now appear within your 'WEI criteria consultancy session' submission, where you completed your expression of interest. Here you can

select your three areas of focus from the following options:

- Option 1: Bronze Award criteria
- Option 2: Bi inclusion
- Option 3: Non-binary inclusion
- Option 4: Intersectional approach
- Option 5: Reaching employees in all locations
- Option 6: Policies and benefits
- Option 7: The employee lifecycle
- Option 8: LGBT Employee Network Group
- Option 9: Empowering individuals
- Option 10: Leadership
- Option 11: Monitoring
- Option 12: Supply chains
- Option 13: Community and sector engagement
- Option 14: Service delivery

Once you've selected these, the relevant questions from the Index will appear in the following pages of the form. Please complete these as fully as you're able to, enabling me to provide the most comprehensive feedback I can.

The deadline for your pre-session work will be 10 working days before your meeting. This is a strict deadline to ensure I have enough time to review your work in-depth ahead of your session. Though this will take less time to complete than a regular Workplace Equality Index submission, I'd recommend you get started as soon as possible.

Unlike a Workplace Equality Index benchmarking meeting, you will not receive scores or a written report at your meeting. However, summary feedback on each of your focus areas will be shared with you ahead of your meeting.

I look forward to hearing from you about suitable dates and times for our session. In the meantime, please let me know if you have any questions.

Kind regards,

[Redacted signature]

[Redacted name]

[Redacted title]

[Redacted contact information]

[Redacted contact information]

My working days are Tuesday, Wednesday and Thursday

Image removed by sender.



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From: [REDACTED]
To: [REDACTED]
Subject: RE: Stonewall Consultancy Session pre-session task reminder
Date: 25 November 2020 14:22:10

Thanks [REDACTED], I can see the submission has come through. It's fine to do supply chains first.
Please remind me on the day if I forget to prioritise it.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

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From: [REDACTED]
Sent: 25 November 2020 13:44
To: [REDACTED]
Subject: Re: Stonewall Consultancy Session pre-session task reminder

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]

Date: Monday, 23 November 2020 at 15:03

To: [REDACTED]

Subject: RE: Stonewall Consultancy Session pre-session task reminder

Yes, during the day is absolutely fine. I'll then have the written feedback for you by 3rd December.

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]

My working days are Monday – Thursday

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Monday, November 23, 2020 11:35:55 AM
To: [REDACTED]
Subject: Stonewall Consultancy Session pre-session task reminder

Hi [REDACTED]

I hope you are well. I'm just checking in about our upcoming criteria consultancy session on Tuesday 8th December.

As mentioned in my earlier emails, your pre-session task can now be accessed and completed on Stonewall Submit. It should now appear within your 'WEI criteria consultancy session' submission, where you completed your expression of interest. Please note that this should be completed by tomorrow, 24th November. Please let me know if you will be able to meet this deadline.

A few days before our session, I'll be in touch with a detailed agenda.

Please do let me know if you're experiencing any difficulty accessing or completing the task.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
To: [REDACTED]
Subject: RE: Stonewall Diversity Champion logo
Date: 09 December 2020 15:09:02
Attachments: [stonewall_diversitychampion_logo_black.eps](#)
[stonewall_diversitychampion_logo_white.eps](#)
[stonewall-diversitychampion-logo-black.png](#)
[stonewall-diversitychampion-logo-white.png](#)
[dc-logo-useage.pdf](#)

Hi [REDACTED]

Yes, the version on your webpage is the current version. However, I can see its been cropped. You should use the logo in its full design.

I've attached versions of the logo here and our terms of useage. These versions should suit your use on different colour backgrounds.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Monday – Thursday



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From: [REDACTED]
To: [REDACTED]
Subject: RE: Trans case studies
Date: 28 August 2020 16:45:27
Attachments: [Trans Case study.docx](#)

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Hi [REDACTED]

Thanks for sending these over, and sorry for the delay in returning them to you while I've been on leave and working part time.

It's great to see the effort you've put into these case studies. I've added some comments about the content. I think you could also simplify them and make them shorter, to help learners focus on solutions to workplace bullying, harassment and discrimination rather than detailed solutions.

It's important that the case studies give staff a chance to think about solutions and why they could be effective or the right thing to do, rather than just a tick box quiz at the end.

I don't know enough about the design of your e-learning to know how you put that in practice. It could be you're able to have staff write in answers, which gives them a chance to engage more.

I hope that's helpful. Let me know if you have questions about my comments, or want to have a call to chat through this in more detail. I'll be able to return your trans inclusion policy in the next two weeks as well.

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Friday



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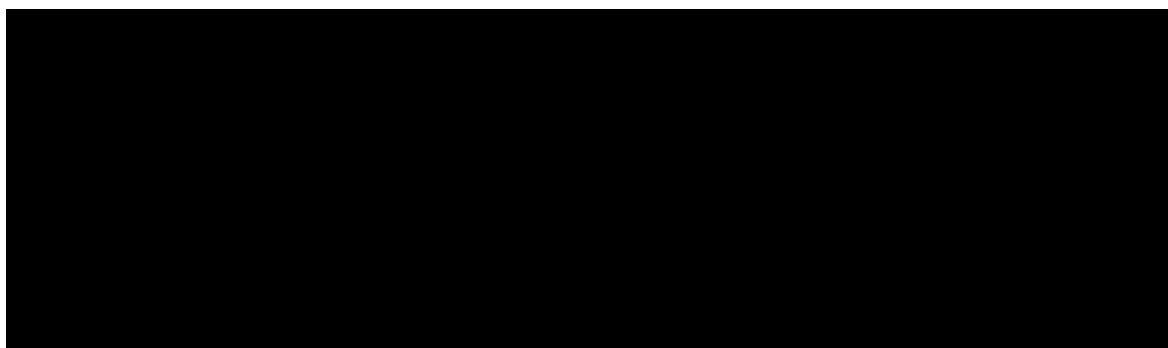
From: [REDACTED]
To: [REDACTED]
Subject: RE: Your Stonewall update
Date: 18 May 2020 16:42:36
Attachments: [Guidance for an Employee who is transitioning.docx](#)
[Guidance for HR to support employees who are transitioning.docx](#)
[Guidance for managers to support employees who are transitioning.docx](#)
[Guidance for supportive colleagues.docx](#)
[Trans Staff Policy.docx](#)

Hi [REDACTED]

I hope you're well and had a good weekend.

I've attached your returned policy reviews here with detailed in-line comments. I'm sorry for the delay in sending them back to you

It's great to see the depth of guidance that you already have in place. In addition to the line by line comments, here's the main considerations to make:



Please let me know if you have any further questions, or would like anything being explained in more detail. I'm available for a chat anytime tomorrow or Wednesday. I will then be on leave for three weeks from Thursday, but my colleagues will be on hand to answer any questions for you.

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED] [REDACTED]



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Direct: [REDACTED]
Memberships Department: 020 7593 3743

From: [REDACTED]
To: [REDACTED]
Subject: Show your support for trans equality - Imperial College London
Date: 19 June 2020 13:14:56
Attachments: [GRA Stakeholder Briefing.docx](#)

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H [REDACTED]

I hope that this finds you as well as can be in these difficult times. I am now back at work after a period of leave and will be contacting you next week to set up an intro call between us.

Today I wanted to highlight an urgent call to action to support trans rights.

Over the last week you may have also seen some [worrying reports in the press](#) that the government may be slowing progress on trans rights here in the UK, including rumours of regressive action that would see trans people further marginalised in society. **If accurate, these would be another blow for our community at this difficult time.** You can read Stonewall's response [here](#) and a helpful article from our partners Mermaids [here](#).

We have a **short window of perhaps a week** where organisations who support trans equality can shape the conversation in Government. We know they are open and welcome the view of leading businesses, membership bodies and service providers who support trans equality.

Please consider **writing a private letter** on behalf of Imperial College London to the Prime Minister and Women and Equalities Minister as soon as you can to outline your concerns about recent press reports, show your support for trans equality and urge the Government to give trans people the support and recognition they deserve.

I have attached a briefing which includes a template letter, some key messages, and another way to **send a message of senior support**.

I would be very pleased to support you in taking these and other actions to come out for trans equality as soon as possible. You can email me or call me on [REDACTED]

Best wishes,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]



We've come a long way, but the fight for equality is far from over. [Join us](#). Search #ComeOutForLGBT

From: [REDACTED]
To: [REDACTED]
Subject: Stonewall follow up
Date: 14 July 2020 14:27:31
Attachments: [WFI reference criteria 2021.pdf](#)

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Hi [REDACTED]

Thanks for speaking to me this morning. I've just noticed I had a typo in [REDACTED] email address and the meeting invite wasn't sent to you, so my apologies for that.

Here's my follow up from our chat:

- I've attached a document with the nine specific criteria that need to be achieved as part of the Bronze award accreditation
- Up to 3 staff members can book onto the Q&A session on Monday [here](#) (these need to be as individual bookings).

By Friday 7th August, I will send to you:

- Bullying, harassment and discrimination examples to inform your policies
- Short bullying, harassment and discrimination examples to inform your training

I can review your policies and training outlines, including maternity policy and training case studies at any time.

Intersex Human Rights Australia (IHRA) has a detailed guide on intersex inclusion on their website [here](#). There is also a factsheet from Unison providing a UK context [here](#).

[REDACTED]
[REDACTED] can also email memberships@stonewall.org.uk if I am on leave at any time.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] [REDACTED]

[REDACTED]



We've come a long way, but the fight for equality is far from over. [Join us](#). Search #ComeOutForLGBT

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www.stonewall.org.uk

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This email message has been delivered safely and archived online by Mimecast.

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: Stonewall Global Diversity Champions renewal
Date: 28 August 2020 12:03:40

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Dear [REDACTED],

I hope that you and your team are keeping as well as possible.

Thank you for working with us over the last year at Stonewall.

I'm just following up on the email sent regarding your Stonewall Diversity Champions membership.

Your membership will expire on 31st August and I wanted to check with you if you will be renewing and working with us over the year ahead?

Our features and benefits can be accessed virtually, which include CAM support, policy reviews, resources (including our bank of webinars), connections to other employers for best practice, network support etc. I would be more than happy to schedule a call to discuss how we can continue to work closely together in these times.

Renewing your membership is quick and easy, please follow the URL to complete: <https://stonewall.typeform.com/to/vSu4OT>. Should you need it for the URL form, the membership fee is £5000+VAT.

If you could contact us to inform us of your decision it would be much appreciated.
Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Friday

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: Stonewall Global Diversity Champions renewal
Date: 28 August 2020 12:03:39

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Dear [REDACTED],

I hope that you and your team are keeping as well as possible.

Thank you for working with us over the last year at Stonewall.

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If you could contact us to inform us of your decision it would be much appreciated.
Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

My working days are Tuesday, Wednesday and Friday

From: [REDACTED]
Subject: Stonewall update from your Client Account Manager
Date: 22 October 2020 16:10:29
Attachments: [Asexual flag.png](#)
[Stonewall Uni Sport Committee Bite-Sized Sessions.pdf](#)

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Dear friend

Welcome to my latest update with news and resources here from Stonewall. I hope you've been keeping well during this busy and challenging start to the academic year.

Ace Week starts this Sunday

Ace Week (formerly known as Asexual Awareness Week) runs from this Sunday 25th October until Saturday 31st October.

Ace is an umbrella term used to describe a variation in levels of romantic and/or sexual attraction, including a lack of attraction. Ace people may describe themselves using one or more of a wide variety of terms, including, but not limited to, asexual, aromantic, demis and grey-As.

You can read and share our article from last year, called [Six ways to be an ally to asexual people](#). There's great resources including a template presentation on [aceweek.org](#). I've also attached the asexual pride flag for you to use as a virtual background.

Join a Stonewall Digital Empowerment workshop

We're running three of our highly interactive digital empowerment workshops over the coming months for any organisation to join. Each session is timed to celebrate different diversity dates. You can read session outlines and book your place at the **members rate of just £40+VAT** online at the following links:

- [Being a better ally to LGBT people of colour](#) on 29th October (Black History Month)
- [First steps to trans inclusion](#) on 18th November (Trans Week)
- [Introduction to LGBT allyship](#) on 3rd February (LGBT History Month)

Supporting LGBT Students

Earlier this year, the Office for Students published data on the outcomes of LGBT+ students for the first time. You can read more about their research, and case studies of the great work universities have done, including during the pandemic earlier this year, [online here](#). Do get in touch to let me know how I can support your student engagement/services work at this difficult time, or to let me know the innovative work you are doing.

Rainbow Laces is coming!

Our annual Rainbow Laces sports campaign will run from Thursday 26th November to 13th December. You can get involved with **Rainbow Laces Day on Wednesday 9th December**. Look out for more information on this year's campaign and how to order laces soon.

We're also very excited to launch a 90 minute workshop programme for university student sport leaders. I've attached a brochure with more information to share with your sport departments and student unions.

Our bite-sized workshops are tailored to provide the skills to lead inclusive university sport environments. We cover practical, easy ways to take steps towards 'everyday inclusion' to create sustainably positive environments for LGBT people in their clubs and communities.

The workshops are a great complement to any Club Committee or Activator Training programmes and cost just £550+VAT for members. Please contact myself or xxxxx@xxxxxxxxx.xxx.xx if you're interested in booking a session.

This Can Happen mental health conference

Stonewall are partnering this year with This Can Happen mental health conference, taking place online from 23 -25 November. We'll be speaking on the Loneliness and Isolation in the Workplace panel and there's also a session on trans mental health in the workplace.

You can find out more information and book your place [online here](#). This Can Happen have kindly offered Diversity Champion members 10% off booking, using the discount code STONEWALL10.

Looking ahead

Throughout November and December, I'll be busy delivering Consultancy Sessions on the new WEI criteria. We'll be sharing common challenges and best practice we've learnt from these sessions in our next webinar series in February and March 2021. These will be open to every Diversity Champion organisation.

As always, do get in touch with me with ideas you have or ways I can support LGBT inclusion in your organisation. I am on leave from Friday 23rd October, returning to work on Monday 2nd November. I'll be working four days a week (Monday to Thursday) throughout November and December.

Best wishes

[Redacted signature]

[Redacted signature]

[Redacted signature]

[Redacted signature]

From: [REDACTED]
Subject: Stonewall update from your Client Account Manager
Date: 27 August 2020 12:38:06
Attachments: [Bi Inclusion in the workplace.pdf](#)
[Opportunity to Come Out for Trans Equality.docx](#)

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Dear friend

Welcome to my latest update with news and resources here from Stonewall. I hope you've been keeping well and been able to enjoy some time off work over the Summer.

How will you mark Bi Visibility Day?

Bi Visibility Day is on Wednesday 23rd September. Bi is an umbrella term used to describe a romantic and/or sexual orientation towards more than one gender.

Bi people may describe themselves using one or more of a wide variety of terms, including, but not limited to, bisexual, pan, queer, and some other non-monosexual and non-monoromantic identities.

Here's three easy ways you can celebrate and mark the day:

- Use a bi flag virtual background for your online meetings or ask colleagues to wear pink, purple and/or blue (the colours of the bi flag)
- Share resources. I've attached a handout discussing bi inclusion in the workplace. This [two minute video of bi swimmer Harry Needs](#) is useful for sharing first-person bi experiences
- Ask staff to share their bicons (bi icons), perhaps by commenting on an intranet post. Stonewall staff shared their bi icons last year [on our website](#).

WEI Consultancy Sessions coming soon

Our WEI Support Series had a great start with webinars going in depth into the new WEI criteria. You can watch all webinars on My Diversity Champions [online here](#). I also hosted a webinar introducing the new WEI criteria for the HE Network of Networks, [which you can watch here](#).

We'll be sharing information by email very soon about the WEI Consultancy Sessions. This is a chance for us to review some of your work to the new criteria and provide feedback between October and December. Please keep an eye out for this email and let me know if you have any questions.

Staff and students creating LGBTQ+ workshops together

Sebastian Bromelow from London South Bank University has written about the co-creation and delivery of LGBTQ+ workshops by staff and students. You can read his insightful blog post on the [Advance HE website here](#).

Come out for Trans Equality

Last week I emailed you with an opportunity to come out for trans equality. I've attached a copy of the email here.

We have been able to expand the reach of this call to action more broadly than we had initially thought possible and we would like to give more organisations the chance to demonstrate their commitment to trans equality. **As a result, we have pushed back the date of the launch to Monday 14th of September.**

To submit your logo, please email myself and xxxxxxxxxx@xxxxxxxxx.xxx.uk by noon on Friday 11th of September. Logos should be a minimum of 500 x 500 pixels and in PNG format.

There will also be social media graphics available, and I can support your communications in taking part in this vital campaign.

Stonewall Digital Empowerment Workshops

In the last few months, Stonewall has developed an exciting new suite of introductory Digital Empowerment Workshops.

Our selection of workshops will help you build strong foundations for your organisation. They provide a valuable opportunity to engage and educate all staff. For those leading on LGBT inclusion, they'll provide practical insights to develop an action plan that works for your organisation.

Workshops are usually delivered on Zoom for up to 50 staff members, costing just £550+VAT.

Topics we can deliver include:

- First steps to LGBT inclusion
- First steps to trans inclusion
- Being a better ally to LGBT People of Colour

What topic could you benefit from and help create change in your organisation? Find out more about the workshops [on our website here](#) or by contacting me to request a brochure.

That's all for now. As ever, do get in touch with ways I can support you or to share your brilliant work supporting LGBT staff and students. And remember you can access our best practice resources at any time [on the My Diversity Champions hub](#).

Best wishes

[Redacted signature]

[Redacted line]

[Redacted line]

[Redacted line]

[Redacted line]

From: [REDACTED]
Subject: Update from Stonewall and upcoming support
Date: 20 May 2020 16:11:33

This email from [REDACTED] originates from outside Imperial. Do not click on links and attachments unless you recognise the sender. If you trust the sender, add them to your [safe senders list](#) to disable email stamping for this address.

Good afternoon

I hope you are keeping safe and well.

I'm emailing to let you know that I will be away from work for the next few weeks and to ask you to direct all your questions, queries and requests to our centralised inbox memberships@stonewall.org.uk. I will return to work on Monday June 15th and will be available to respond as usual from that point forward.

During this period enquiries will be managed by the Memberships team and you will be responded to directly, or assigned to the most appropriate team member to manage your request. Our range of support including policy reviews, network support and phone consultations will continue to be available so please continue to utilise our services.

You will also continue to receive emails that may be sent automatically to all Diversity Champion members while I am leave, so you won't miss out on any updates from Stonewall.

We understand how disruptive changes can feel during this time, but by adapting in this way we will be able to ensure your support needs are met in the best way possible. We are immensely grateful for your understanding and your continued work to ensure all your colleagues are supported through these challenging times.

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED] [REDACTED]



We've come a long way, but the fight for equality is far from over. [Join us](#). Search #ComeOutForLGBT

Direct: 07511 166603