EQUALITY & DIVERSITY COMMITTEE

MINUTES of the 07 March 2019 meeting

Present:

Professor Phil Cardew (Chair)

Lorraine Agu	Andy Allison	Mike Austin
Jennifer Bayjoo	Kerry Chung	Sarah Coll
Jan Daley	Kate Dashper	Anthony Drummond
Laura Flatman	Tom Fletcher	Tatiana Hepplewhite
Melvyn Kelly	Ian Lamond	Tracey Lancaster
Alison Munn	Sally Nickson	Leanne Norman
Priscilla Preston	Ro Sewell	Christine Simpson
Professor Sue Smith	Claire Williams	

In attendance:

Nabila Ayub	Fraser Shelton	Cath Smith
Katrina Tilbrook	Rob Tyers	

Apologies:

Mobina Begum	Rachel Bradford	Justin Burns
Dr Tina Conkar	Kate Cunningham	Jennifer Dods
Professor Damian Page	Annabelle Pangborn	Ian Pette
Professor Ruth Robbins	Joe Rossiter	Natalie Saunders
Joanna Smith		

Part A: Preliminary Items

Terms of reference and membership

019.2018.EDC   The Committee received a report from the Secretary that set out the current terms of reference and membership (paper reference EDC-2018-011). The Chair welcomed new members and formally recorded their thanks to Ian Pette who had resigned from the University and therefore would be vacating the role of co-Chair of the Rainbow Rose Group.

Declaration of interest

020.2018.EDC   No declarations of interest were made.

Minutes

CONFIRMED

021.2018.EDC   The Committee **AGREED** that the minutes of its meeting held on 11 October 2018 were an accurate record (paper reference EDC-2018-012).

Matters arising

022.2018.EDC   The Secretary presented a report on the matters arising from the minutes of the previous meeting of the Committee held on 11 October 2018 (paper reference EDC-2018-013). It was **reported** that:

a)   The Wellbeing and Mental Health Framework had been revised to incorporate students more explicitly. The Framework was being considered by the Finance, Staffing & Resources Committee on 29 March 2019, after which further activities to support the promotion and implementation of the Framework would be undertaken. A series of activities were being held for University Mental Health Day and a wellbeing survey had been launched for colleagues that would help to further inform actions to support wellbeing and mental health. Chris Skidmore, Minister of State for Universities, Science, Research and Innovation had met with the Vice Chancellor and other local stakeholders to learn more about mental health support for students (minute 007.2018.EDC refers).

b)   The University had decided not to bid for funding activities as part of the Office for Students challenge competition because the competition requirements relating to the use of the funding would have constrained the work that the University was planning to undertake (minute 007(d).2018.EDC refers).

c)   The future of the Dignity and Respect Network was likely to be considered in the next academic cycle, once the review of the University's Grievance Policy and the Dignity and Respect Policy were both underway (minute 008(c).2018.EDC refers).

Part B: Major Topics

Gender Pay Gap

023.2018.EDC   The Committee received a presentation on the Gender Pay Gap from the Head of Strategic HR Projects and the Equality & Diversity Manager. It was **reported** that:

(a)   The gender pay gap showed the average difference in earnings between all men and women in an organisation expressed as a percentage of men's earnings and was taken as a snapshot on 31 March each year. The University was required to annually publish the gender pay gap data on its website and the government website by 30 March of the subsequent year. The University Executive Team and the trade unions were currently being consulted on the University's draft gender pay gap report.

(b)   The University's gender pay gap data on 31 March 2018 showed that the University had a mean gender pay gap of 9.5%, against a sector average of 16.1% and a median gender pay gap of 7.7% against a sector average of 15%. Whilst the University's results had improved from the previous year, and were ahead of the sector averages, it was identified that there was still work to be done to address the pay gap.

(c)   The bonus pay gap had also reduced at the University from the previous year, with current figures showing that 1.2% of women received bonus pay compared to 1.9% of men. The University did not commonly pay a bonus and the figures mainly related to long service awards, the contribution reward process and honorarium payments.

(d)   The gender pay gap data also included the proportion of women in each pay quarter. In the lower pay quartiles the University had more women and the proportion of women consistently reduced as the pay quartiles increased with more men included in the highest pay quartile. The distribution of women across the pay quartiles was a significant contributor to the University's gender pay gap data and actions to help encourage more men into entry level roles, support women to progress through the pay structure and appoint more women to senior roles would help to address the gender pay gap.

(e)   Further work relating to recruitment, induction and understanding the reasons colleagues leave the University would also help to support improvements to the University's gender pay gap, as would some of the work being undertaken by schools in preparation for their Athena SWAN submissions.

(f)   There were currently no plans for the Government to require data for non-binary gender identifies as UK law only recognised two sexes.

024.2018.EDC   It was **noted** that:

(a)   Gender pay gap data would vary across schools and services and the HR Business Partners would be working with schools and services to help identify what local actions could be taken to continue to support the improving trajectory.

(b)   Further understanding of how the gender pay gap data related to the University's pay structure and how the data compared to the University's sector benchmark group would be useful.

(c)   Following the recent government consultation on pay gap reporting it was understood that disability and ethnicity pay gap reporting was likely to become mandatory and could be introduced from April 2020. Once the methodology was issued the University would need to undertake some preparatory work.

Part C: Reports from Officers

Public Sector Equality Duty

025.2018.EDC   The Committee received a report from the Equality and Diversity Adviser that provided the annual equality information published each year as part of the University's legislative requirements under the Public Sector Equality Duty (paper reference EDC-2018-014). It was **reported** that:

(a)   The Committee papers contained the executive summary of the University's Public Sector Equality Duty Report for 2019. The full report was available on the University's website.

(b)   The University's public sector equality duty reporting included the University's equality data on 01 October 2018, broken down by each of the protected characteristics in the Equality Act. It was identified that:

i.   The University's age profile continued to follow a normal distribution across the age bands, peaking in the 46-50 age band. Since 2016 there had been a decrease in colleagues in the age bands 25-31 and 36-40 and turnover rates by age would be considered to establish if there was any correlation.

ii.   The proportion of colleagues at the University identifying as disabled had decreased from 4.7% in 2014 to 3.7% in 2018, and the decline was particularly evident amongst academic staff.

iii.   The University's BAME profile remained level at 11.8%, although the proportion of colleagues identifying as BAME was increasing at senior level and within the professoriate.

iv.   The gender profile for professional and support staff and academic colleagues had remained stable.

(c)   The format of the University's Public Sector Equality Report would be reviewed prior to publishing the next report in 2020.

026.2018.EDC   It was **noted** that:

(a)   The progress ratings used for the University's charter reference KPIs would be revisited to ensure that the direction of travel ratings were displayed consistently.

(b)   The University's Race Charter KPIs that were included in the paper were not required to have completion dates.

(c)   The data relating to sexual orientation was not included in the executive summary as had only been received the previous day but it had been incorporated into the full report made available on the University's website.

(d)	It was important to be as transparent as possible when publishing data whilst ensuring that sensitive data was reported in line with data protection requirements.

Secretary's note *Leanne Norman left the meeting*

Unity in Diversity

027.2018.EDC The Committee received a report from the Lead Chaplain that set out the plans to create a Unity in Diversity initiative at the University (paper reference EDC-2018-015). It was **reported** that:

(a) A similar scheme had been held at Leeds University from an initiative known as 'Team Unity' which had successfully held a number of events and created a Unity Pledge.

(b) It was hoped that a similar concept could be created at Leeds Beckett University that would support the University's strategic aim of being a community of great people, the Equality, Diversity Inclusion Framework and the emerging action plans to support student and staff mental health and wellbeing. To date, a Unity Pledge event had been held during Inclusion Week at which 120 students and colleagues made a pledge by leaving a handprint on one of two artwork canvasses which would be displayed at the Headingley and City Campuses.

028.2018.EDC It was **noted** that:

(a) The initial impetus for the developments at Leeds University had grown out of a number of global events which had helped to develop a strong community. There was value in a related initiative at Leeds Beckett University tailored to reflect the University's different culture. The Committee would welcome updates on how the initiative progresses and the Lead Chaplain would welcome support publicising and promoting related events.

(b) It was identified that further work could be undertaken to promote the value of a range of equality and diversity initiatives as part of student induction.

Equality & diversity update

029.2018.EDC The Committee received a report from the Equality & Diversity Adviser that provided an update on equality and diversity activities, initiatives and developments that had taken place since the Committee's previous meeting in October 2018 (paper reference EDC-2018-016). It was **reported** that:

(a) The Schools were continuing to make progress towards Athena SWAN accreditation. The School of Social Sciences had submitted their

application for a bronze award in November 2018, and it was anticipated the outcome would be known in April 2019. The School of Events, Tourism and Hospitality Management were planning to submit in either late 2019 or early 2020 and the School of Art, Architecture and Design were planning to submit in 2020.

(b)   AdvanceHE had submitted a new data template to support the Race Charter submission which the University had populated and the data aggregated where needed. Results from the race equality surveys had been analysed and shared. The Race Equality Charter mark Self-Assessment Team was working on the accompanying narrative in preparation for the University's submission.

030.2018.EDC   It was **noted** that:

(a)   As the Gender Equality Forum did not have a Chair it was no longer operating. In the interim the Committee would help to oversee gender matters to ensure momentum was not lost. It was a concern that the Forum was no longer active and the Equality & Diversity Team would issue a wider call to see if a Chair could be sought.

(b)   The Equality & Diversity Team would also welcome support from committee members in promoting equality and diversity events to try to increase engagement from staff and students.

Race Equality Survey Results

031.2018.EDC   The Committee received a report from the Equality & Diversity Manager that set out the key headlines and areas for action identified through the Race Equality Surveys conducted with students and colleagues in 2018 as part of the ongoing work in support of the Race Equality Charter mark (paper reference EDC-2018-017). It was **reported** that:

(a)   The survey questions were prescribed by AdvanceHE and were intended to seek feedback across a range of topics in relation to race. There had been 712 responses to the colleague survey and 336 to the student survey.

(b)   The headline responses to both the staff and student surveys were less positive from BAME respondents than white respondents which was of concern. On the basis of the quantitative and qualitative feedback a number of areas had been identified for discussion by the University Executive Team which would inform the actions needed to deliver change. A series of institutional level recommendations were being proposed for consideration as part of the Race Charter submission which could be adapted locally where needed.

032.2018.GON   It was **noted** that:

(a) Whilst the response rate to the student survey was relatively low the feedback in both the colleague and students surveys had raised a number of important matters and it was crucial that these were considered and addressed. It was important that the action plan developed was more definite than the previous version and clearly addressed the survey feedback. Related work such as the implementation of the Education Strategy would also support improvements.

(b) Whilst the action plan would help the University address the feedback and make improvements to its processes it was important to recognise that the feedback was not solely a matter for a charter mark action plan as it provided an worrying insight into the current experiences of some colleagues and students which needed addressing swiftly.

(c) To date the survey's qualitative comments had not been made available to the Race Forum as there were a number of comments where individuals could potentially be identifiable.

(d) The Students' Union had set up a BAME Ambassadors scheme and recruited 30 BAME Ambassadors to date, one of which represented the Students' Union on the Academic Board. Anecdotal feedback from BAME students has indicated that they want to see action from the University in tackling the matters that they have previously fed back concern them.

Part D: Other Business

Schedule of business for 2018/19

032.2018.EDC   The Committee received its schedule of business for 2018/18 (paper reference EDC-2018-018).

Date of next meeting

033.2018.EDC   The next meeting of the Equality & Diversity Committee would be held at 10:30 on 04 July 2019 in G02(A) Broadcasting Place, City Campus.

Other business

034.2018.EDC   No other business was raised.

Confirmed by the Committee/Board as a correct record and signed by the Chair:

Signed: _____   Date: _____