

# Green Templeton College

## Public Sector Equality Duty: Annual Report 2020

### Introduction: Duties under the Equality Act (2010)

Public bodies, of which the College is one, have both general and specific equality duties. The general duties are to have due regard in decision-making to:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
2. Advance equality of opportunity between people who share a protected characteristic and those who do not, by
  - a. Removing or minimising disadvantages suffered by people due to their protected characteristics;
  - b. Taking steps to meet the needs of people from protected groups where these are different from the needs of other people; and
  - c. Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low
3. Foster good relations between people who share a protected characteristic and those who do not, by
  - a. Tackling prejudice, and
  - b. Promoting understanding between people from different groups.

The specific duties are:

1. To publish relevant, proportionate information (including quantitative data) showing compliance with the Equality Duty by 31<sup>st</sup> March 2019, and subsequently at intervals no greater than one year from the last publication. This includes information relating to persons who share a relevant protected characteristic who are:
  - a. Its employees (if it has more than 150)<sup>1</sup>, and
  - b. Other persons affected by its policies and practices (e.g. students)
2. To prepare and publish at least one specific and measurable objective that the College thinks it should achieve to meet any of the three aims of the equality duty by 31<sup>st</sup> March 2019. Objectives must be published at least every four years.
3. The protected characteristics are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, and sex and sexual orientation. Marriage and civil partnership are also protected in respect of the first general duty, in employment only.

This report is designed to meet first of the specific duties. It has been prepared for Green Templeton's HR and Academic Committees and will be presented for approval by Governing Body. It can be read alongside the College's Equality and Diversity Policy, which is available from the College's website: <https://www.gtc.ox.ac.uk/wp-content/uploads/2018/07/Equal-Opportunities-Policy.pdf>. The information included relates to the College community's staff and students. The report covers the academic year 2019-20 (1 October 2019 - 30 September 2020); where data are presented, they refer to academic year unless otherwise stated. The College collects data and information on some of the protected characteristics and also relies upon the University to provide

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<sup>1</sup> Public bodies with fewer than 150 employees are still required to report on how they have had due regard to the equality duty but do not need to publish numerical data where this might compromise individuals' confidentiality.

data on students. Not all protected characteristics are addressed for all measures by these data. In some cases the numbers are too small to be meaningful.

### **Governance**

The College's Equality Policy states that the Human Resources (HR) and Academic Committees will have responsibility for co-ordination of policy development and the identification of priorities, and will report to Governing Body on an annual basis. In accordance with this responsibility, the HR and Academic Committees review progress annually against the Action Plans contained within its Equality Policy at their Trinity Term meetings. The Academic Registrar presents student-related data and the Human Resources Manager presents staff data.

In 2019, an Equality & Diversity Forum was established. The remit of this forum is outlined in the appendix to this document. It met 4 times during 2019-20.

As the College has fewer than 150 members of staff it is not required to publish staff data as part of this report.

### **Equality Objectives 2019-20**

The College's priorities:

1. Increase the proportion of women in senior roles; and
2. Improve the recruitment and retention and Black and Minority Ethnic (BME) staff. As a graduate College, Green Templeton does not employ any academic staff, however it applies objectives 1 and 2 to the recruitment of its non-academic staff, its fellowship and its students.
3. Improve accessibility for disabled students and other members of the community;
4. Embed equality and diversity in all activities, in particular taking a more proactive approach to encouraging people from protected groups to participate in college activities and to ensure they feel supported to do so.

### **Equality Report 2019-20**

1. Representation of women in senior roles and in the student body:

Staff: the representation of women in senior roles remains strong. Six of nine members of the College's management team are women. Two of three members of the College's executive management team (Principal, Bursar, Senior Tutor) are women. The Vice Principal is also female.

Fellows: the appointment of fellows is overseen by the Fellowship Committee, reporting to Governing Body. The College does not recruit academic staff, and fellows are elected from among the university's academic community. The College supports the university's objective to increase the representation of women in senior roles (as outlined here:

<https://www.admin.ox.ac.uk/eop/policy/equalityobjectives/#d.en.229712>). To exercise some influence over recruitment, the Principal sits on all panels for new appointments to the university which have an association with the College. Data on the proportion of women elected to the fellowship and, particularly, to the Governing Body are monitored by Governing Body.

In 2018-19, 13/43 (30%) members of Governing Body are women. In 2019-20, 11/38 members are women (29%).

Students: as the College is not the admitting body for students, it has limited influence over the gender balance of its student population. That said, the balance at GTC remains in favour of a female majority (58% in 2019). There have been some small fluctuations in this over the last few years. A gender balance towards a female majority is in line with the representation of women on postgraduate programmes in UK universities (see appendix 2: *Equality Data for Graduate Students: how GTC compares with Higher Education Statistical Agency (HESA) data on higher education sector in UK 2019-20*).

## 2. Recruitment of Black and Minority Ethnic (BME) staff, fellows and students.

Staff: in accordance with its Equality Policy the College has reviewed its procedures for the recruitment and selection of college employees in order to ensure equality of opportunity. The HR Committee raised concerns about the lack of diversity among the staff. Possible reasons were the comparative attractions of the different colleges and the diversity of our outward-facing materials. The HR Committee decided that 'blind recruitment' would be trialled, whereby short-listers would not be able to see the personal details of applicants. This policy was set to be reviewed again in 2020. In addition, the College gave an undertaking to advertise posts outside of the University platform, wherever possible, with the intention of reaching a more diverse range of applicants.

Fellows: the appointment of fellows is overseen by the Fellowship Committee, reporting to Governing Body. The College does not recruit academic staff, and fellows are elected from among the university's academic community. The College supports the university's objective to increase the recruitment and retention of BME staff (as outlined here: <https://www.admin.ox.ac.uk/eop/policy/equalityobjectives/#d.en.229712>). In order to support the Race Action Plan outlined in our Equality Policy and to exercise some influence over recruitment, the Principal sits on all panels for new appointments to the university which have an association with the College.

Currently, we do not hold data on fellows' ethnicity. A new, optional, equality questionnaire will be deployed for fellowship appointment and renewals in 2020-21.

Students: the proportion of graduate BME students reporting as BME (45.8%) has risen since 2016 and is far higher than the university (30.7%).

The Governing Body approved a revised policy and procedure on Harassment in HT18 and a small update to this policy again in MT2019.

## 3. Accessibility for disabled students and members of the College community. This is a key consideration as the College embarks upon a new estates project, led by the Bursar and overseen by the Buildings Committee, which includes the development of new student accommodation, a café and dining hall. This project is currently in the planning phase. Currently, our accommodation does not permit us to provide many facilities for disabled students and college members.

Students: the proportion of our students who disclose a disability is in line with the wider graduation student population (9.1% cf. 9.9%, respectively). Disabled students are strongly supported in College by the College's disability lead (Senior Tutor) and Officer (Academic Registrar). The Academic Registrar regularly provides alternative examination arrangements in College for students with specific requirements. Disabled students' support is overseen by the College's Welfare Committee.

4. Embedding equality and diversity in all activities, in particular taking a more proactive approach to ensuring that people from protected groups feel supported and are encouraged to participate in college life.

In November and December 2019, all members of college staff attended three-hour, mandatory Equality & Diversity Training seminars, which included a session on implicit bias, run by the former Director of the University's Equality & Diversity Unit.

A number of initiatives were introduced for students this year. These included welcome Diversity Teas in MT19 and HT20, a Diversity Dinner in MT19 and specific materials E&D materials introduced to all student induction sessions.

The Equality & Diversity Forum was established to oversee a calendar of activities designed to provide advice and support for this objective.

### **Special report on 2019-20**

Due to the outbreak of COVID-19 globally - leading to the college closing in March 2020 – the normal activities of the college this year have been severely disrupted and this report is very delayed in being produced and published.

Prior to the UK lockdown, the GTC E&D Forum met in February 2020 and agreed, broadly, that the college's equality objectives remained current. However, the forum felt that diversifying the Governing Body (GB) was a critically important objective requiring immediate attention which should be supported by a champion from among the GB fellowship itself. It also agreed to draft a new Equality, Diversity & Inclusion policy. At the behest of the E&D forum, the Senior Tutor sought to appoint an additional member of GB to champion the college's E&D objectives. Dr Susan James Relly was appointed to this role in June 2020.

It has not been possible to report staff equality data for 2019-20 due to the college being closed down and staff working remotely.

The Forum met again virtually in June 2020. Initially the purpose of this meeting was to note, agree and record actions that had been delayed by the COVID-19 crisis and would need to be carried over to 2020-21. This meeting also discussed Black Lives Matter (BLM) and how the college should respond to the movement and recent protests. An open form on BLM for students was held on 19<sup>th</sup> June. This was followed by the establishment of a taskforce, chaired by Neo Tapela, to develop a 5-year action plan for tackling racial inequality at the college. This taskforce will report to Governing Body in MT20.

### **Provisional Equality Objectives 2020-21**

The College's priorities:

1. Increase the proportion of women and black and minority ethnic (BME) members among its fellowship, and, in particular, on its Governing Body;
2. Improve the recruitment and retention of BME staff and their representation among senior roles;
3. Improve accessibility for disabled students and other members of the community;
4. Embed equality and diversity in all activities, in particular taking a more proactive approach

to encouraging people from protected groups to participate in college activities and to ensure they feel supported to do so.

Author: Dr Alison Stenton, GTC Equality Lead  
4.8.20

Discussed at E&D Forum: tbc MT20  
Approved Academic Committee: tbc MT20  
Approved HR Committee: tbc MT20

## **Appendix 1**

### **Green Templeton Equality & Diversity Forum**

#### Briefing on the new forum for Governing Body

Alison Stenton

13.1.20

The College has agreed to establish an Equality & Diversity Forum, starting in Hilary 2020. This has already been discussed with HR Committee in Michaelmas 2019. The remit and composition of the Forum is outlined below.

#### The legal and university context

The college is required to report on its alignment with the Equality Act (2010). Our E&D policy and annual Public Sector Equality Duty Report (2019) can be found on the college website:

<https://www.gtc.ox.ac.uk/about/equality-and-diversity/>

The university recommends that our statutory annual Public Sector Equality Duty (PSED) report includes information about E&D Governance:

- How does the College seek to ensure diversity in governance and decision-making?
- Is there a committee or other body with responsibility for monitoring equality and diversity and identifying/achieving relevant actions?

Our response to this in the PSED report 2019:

“The College’s Equality Policy states that the Human Resources (HR) and Academic Committees will have responsibility for co-ordination of policy development and the identification of priorities, and will report to Governing Body on an annual basis. In accordance with this responsibility, the HR and Academic Committees review progress annually against the Action Plans contained within its Equality Policy at their Trinity Term meetings. The Academic Registrar presents student-related data and the Human Resources Manager presents staff data.”

Our objectives are listed as:

1. Increase the proportion of women in senior roles.
2. Improve the recruitment and retention and Black and Minority Ethnic (BME) staff. (NB: as a graduate College, Green Templeton does not employ any academic staff, however it applies objectives 1 and 2 to the recruitment of its non-academic staff, its fellowship and its students.)
3. Improve accessibility for disabled students and other members of the community.
4. Embed equality and diversity in all activities. In particular, to take a more proactive approach to encouraging people from protected groups to participate in college activities and to ensure they feel supported to do so.

In considering the above, it was felt that neither the HR nor Academic Committee are well-placed, due to pressures with other business, to deliver on point 4 of our objectives. This work would be best supported by an active forum (working group) which could agree on activities and work together to deliver them. It was also recognised that this forum would be well-placed to take a birds-

eye view of our E&D policy, objectives and report and feed recommendations into the College's governance.

#### The remit of the GTC E&D Forum

1. Via the E&D Lead (Senior Tutor), to provide input into E&D-related policy, objectives and reporting. The E&D lead will then take the output from this work to the relevant college committees for discussion and approval
2. Via the E&D Champion (Neo Tapela) and E&D Lead, to provide oversight for E&D-related projects that seek to meet the PSED objectives (in particular number 4). The goal, here, is to have a calendar of regular activities which are organised by this group (or sub groups of the forum).

It would normally meet termly, but we propose to hold two meetings in its inaugural phase (HT and TT2020) in order to test format, composition and objectives.

#### Composition of the forum 2019-20

Co-chairs: E&D Lead and Champion. Alison Stenton (Lead) & Neo Tapela (Champion)

Secretary: HR Manager, Jane Wastie

College staff (3-4): Teresa Strike (Estates), Alison Franklin (College Office), Elaine Huckson (Events), Sam Novak-Mitchell (Development)

GCR VP E&D and LGBT rep (2). Lauren Rudd (VP E&D). No LGBT rep elected.

Fellows (3-4). Prof Robert Arnott, Dr Sian Rees, Dr Ben Chrisinger, Dr Wing Lau, Prof Alan Silman

Students (4-5). Rosie Fatt, Miranda Safir, Sam Ritholz (on fieldwork), Penny Cornwall, Reshania Naidoo, Omaira Choudhury.

## Appendix 2

### Equality Data for Graduate Students: how GTC compares with Higher Education Statistical Agency (HESA) data on higher education sector in UK 2019-20

#### PGT Population by Gender (% women)

Oxford:	46.8%
Cambridge:	45.3%
RG:	<b>60.5%</b>
Sector:	59.7%
GTC:	55%

#### PGR Population by Gender (% women)

Oxford:	41.5%
Cambridge:	44.7%
RG:	47.8%
Sector:	48.4%
GTC:	<b>61%</b>

#### PGT Population by Domicile

Oxford:	38.4% Home; 14.6% EU; <b>47% OS</b>
Cambridge:	38.7% Home; 15.4% EU; <b>45.9% OS</b>
RG:	44.8% Home; 8.6% EU; <b>46.6% OS</b>
Sector:	59% Home; 7.7% EU; <b>33.3% OS</b>
GTC:	15.7% Home; 8% EU; <b>76% OS</b>

#### PGR Population by Domicile

Oxford:	44.4% Home; 20.3% EU; <b>35.3% OS</b>
Cambridge:	47% Home; 20.4% EU; <b>32.6% OS</b>
RG:	54.9% Home; 14.4% EU; <b>30.7% OS</b>
Sector:	57.4% Home; 12.9 EU; <b>29.6% OS</b>
GTC:	43% Home; 16.5% EU; <b>40.6% OS</b>

#### Ethnicity

HESA ethnicity data is only available for UK-domiciled PG students. The picture among this group is that 83% and 77%, respectively, PGT and PGR students are white. At Oxford: 77% PGT and 83% PGR students are white.