



Mainstreaming the Equality Duty

Introduction

1. Through this report, the University is delighted to describe the progress it has made to make the general equality duty integral to the exercise of its functions, so as to better perform that duty.
2. The report outlines the strategic context and how equality is mainstreamed into the University's strategic plans. It gives highlights of the University's progress in embedding the equality duty and provides links to further information. It also provides links to the University's employee and student equality data and sets out progress and plans relating to gathering and using further information.

Strategic approach

3. Equality is increasingly part of the structures, behaviours and culture of the University. Equality and Diversity (E&D) is integrated into our Strategic Plan 2012-16¹, and articulated at the highest level.
4. The University's over-riding vision is:

To recruit and develop the world's most promising students and most outstanding staff and be a truly global University benefitting society as a whole.

5. In the introduction to the Strategic Plan, the Principal and Vice-Chancellor states:

Edinburgh is a truly international university firmly rooted in Scotland and an overarching theme for this plan is increasing our global impact and our contribution to society. Our Global Academies are key for developing innovative solutions to the world's most challenging problems. Our priorities for delivery over the next four years are set out against this background and are shaped by our commitments to social and

¹ Hereafter, referred to as "the Strategic Plan".

environmental responsibility, equality and inclusion, widening participation and good governance.

6. The Strategic Plan highlights that the University aims to push boundaries, embrace opportunities and meet the needs of the ever increasing diversity of our population of staff and students.
7. E&D has a significant part to play in fulfilling our vision and is mainstreamed into the Strategic Plan's objectives, strategies and targets. The University's [Equality Outcomes](#) are aligned with our strategic priorities and the most relevant aspects of the Strategic Plan are set out for each Outcome.
8. These priorities are reflected throughout the planning process, and all Colleges and Support Groups include equality in their planning submissions. This, in turn, is reflected in School and Support Service plans.

Governance

9. The University is committed to continuous improvement of its performance, and is mainstreaming E&D considerations into that process through the implementation of an Equality Impact Assessment Policy Statement and the requirement to consider equality impact in relation to all papers to formal University committees.
10. In order to further mainstreaming, approval has been given to the establishment of an Equality Management Group (EqMG) whose purpose is, on behalf of the Central Management Group, to exercise strategic and management oversight of E&D for staff and students in the University and to ensure E&D policies and practices are being managed and implemented effectively at all levels of the University. The proposal to establish this group, and its remit, were developed by a University of Edinburgh team – including a Court member and senior managers from across the University - through participation in an Equality Challenge Unit programme: Mainstreaming through governance and management, during 2012/13. The Terms of Reference for the EqMG are at Appendix 1.
11. The University approved a new [E&D Strategy and Action plan](#) in 2011, which has mainstreaming at its heart. Its fundamental vision is to ensure that the University has a positive culture, where all staff and students are able to develop to their full potential. The Action Plan includes a wide range of commitments which help the University to fulfil its general equality duty, many of which have the purpose of further integrating E&D into the exercise of the University's functions.
12. We have taken a similar approach to the development of the University's Equality Outcomes and Actions 2013-17, aiming to mainstream E&D into policy

practice and services to embed good practice as standard. The process for developing the Equality Outcomes and Actions, including the involvement of stakeholders, and the alignment with strategic priorities is described in the [Equality Outcomes](#) document along with the details of the Outcomes and associated Actions. The new EqMG is responsible for monitoring progress with the Equality Outcomes and Actions, ensuring integration into the University's governance and management structures.

Management Information on Equality

13. The University has a long-standing practice of gathering, reporting on and publishing equality information on staff and students, predominantly through the annual E&D Monitoring and Research Committee (EDMARC) report. The EDMARC report includes data on the composition of the University's employees in relation to most protected characteristics. This includes information about vertical and horizontal occupational segregation, through analysis by grade and job type respectively.
14. Equal Pay Audits are carried out and published regularly, which incorporate the University's equal pay statement and include information on the gender pay gap.
15. The University has begun to gather information on the religion and belief, sexual orientation and gender identity of staff for the first time during 2012/13, and a summary of those data is included as an addendum to the 2012 EDMARC report.
16. These reports, along with information on staff development and recruitment are published on the University's E&D website at www.ed.ac.uk/schools-departments/equality-diversity/monitoring-statistics.
17. This information is used to inform the University's E&D Strategy, Equality Outcomes and Actions. The EDMARC report is considered by CMG, Finance and General Purposes and Court annually. The Remuneration Committee considers Equal Pay Audit and gender pay gap information as a standard part of its business, and also commissions an annual equality report by an external observer based on that information.
18. Other than for age and sex, the information held on the protected characteristics of staff is incomplete. The University takes steps to improve this situation. A questionnaire is issued to staff periodically, to encourage more staff to provide information for equality monitoring and support purposes. It is also anticipated that the data levels will improve for new staff following the implementation of a new eRecruitment system in October 2012.

Mainstreaming Equality Highlights

19. Equality Impact Assessment (EqIA) has a central role in integrating the general equality duty into the exercise of the University's functions. An EqIA Policy Statement was approved in January 2013 and new web pages have been developed, drawing together and publishing policy, guidance and support on EqIA. These include an EqIA template and guidance, links to on-line E&D and EqIA training, policy, legislation and resources. The EqIA Policy Statement was launched through strategic briefings for senior decision-makers, and masterclasses have also been held for staff regularly involved in EqIA.
20. EqIA is being built into the standard processes for Estates and Buildings projects and for procurement. EqIA has been carried out on some key University processes, such as the implementation of a new timetabling system and plans for enhancing student support, as well as on new HR and academic policies.
21. Staff Development: the range and take-up of learning and development opportunities relating to E&D have been extended considerably in the last two years. eDiversity in the Workplace, Annual Review and Recruitment and Selection and the Law on-line courses have been introduced and workshops on Developing an Understanding of E&D and Internationalisation are run regularly. In addition, E&D training has been undertaken for all those involved in selection for REF² 2014 – including all senior academic managers.
22. Advancing Gender Equality and Athena SWAN: over the last eight years, engagement with the Athena SWAN Charter to advance the careers of women in STEMM³ has grown from an initiative in one school, to the active application of the Athena SWAN process in all STEMM schools and adoption of equivalent processes in all Humanities and Social Sciences schools. The University now has six awards: the School of Chemistry has a Gold award; the Schools of Biomedical Sciences and Biological Sciences have Silver; and the Roslin Institute, the Royal (Dick) School of Veterinary Medicine and the University as a whole have Bronze. The associated action and positive impact for women – and in fact all staff – in the Colleges are summarised in the University's [Athena SWAN Bronze award renewal application](#). In addition, a substantial programme of work has been developed to promote women's career progression in all parts of the University, and a pilot has begun on a mentoring framework particularly targeting women.
23. Mainstreaming Disability Adjustments: Senate committees have approved plans to implement a range of student disability adjustments as standard practice in

² Research Excellence Framework

³ Science, technology, engineering, maths and medicine.

relation to teaching and learning and this is now part of the Equality Outcomes and Actions. The wide range of services, developments and action in relation to student disability is described in the [Student Disability Service Annual Report 2011-12](#).

24. An [LGBT⁴ Staff Network](#) was established in 2012, enabling the involvement of LGBT staff in the development of University policies and plans; bringing together staff with common research interests; and promoting a more inclusive working environment.
25. The Chaplaincy provides pastoral and spiritual support for students and staff of “all faiths and none” and plays an important role in promoting good relations between groups in the University community. It is particularly valued by post-graduate and international students and there has been increasing collaboration between the Chaplaincy and the International Office in recent years, to the benefit of international students and staff. The Chaplaincy has a valuable role in promoting equality more generally and has been involved in Black History Month and International Women’s Day. Further information is available in the [Chaplaincy Annual Report](#).
26. The E&D Action Plan agreed alongside the introduction of the University E&D Strategy set out the University’s commitment to a wide range of action to advance equality. As noted above, the predominant approach to that action plan was to embed E&D into University policy and practice. Many of the actions have a clear mainstreaming purpose, and all aim to advance equality. Further information can be found in the [Action Plan with Progress Update](#) .

Reporting and Publication

27. This report will be published on the University’s [E&D website](#) and included in the publication scheme. It will be considered by CMG and the University Court.

⁴ Lesbian, Gay, Bisexual, Transgender

Equality Management Group

Terms of Reference

Purpose

On behalf of the Central Management Group, to exercise strategic and management oversight of equality and diversity (E&D) for staff and students in the University and to ensure E&D policies and practices are being managed and implemented effectively at all levels of the University.

Remit

1. Ensure that the University meets its legal obligations in relation to equality, including reporting and publishing requirements, in particular under the Equality Act 2010 and the related Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.
2. Oversee the on-going review and development of the University's E&D Strategy, including aspects of the University Strategic Plan relating to E&D in its broadest sense.
3. Mainstream equality into University structures, systems and processes.
4. Determine the University's E&D Action Plan, incorporating its Equality Outcomes⁵, and monitor progress.
5. Stimulate and build good practice and innovation in E&D.
6. Lead the implementation of the University's E&D Strategy and Action Plan.
7. Identify an appropriate evidence base for E&D decision-making and monitoring.
8. Champion equality impact assessment.
9. Promote E&D and good practice through communication within the University, at all levels, and externally.

⁵ As required by the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012

10. Review E&D governance arrangements and the Group's own performance and effectiveness.

Reporting

The Management Group reports to Central Management Group and through CMG to Court.

The Management Group will also provide reports to Senatus and other relevant groups. Through its membership, the Group will also communicate with Colleges/Support Groups, other E&D committees/groups and wider stakeholders, as appropriate.

The Management Group's Terms of Reference and meeting notes will be published on the Equality and Diversity website.

Membership

Convener: Vice-Principal Equality & Diversity
All Heads of College or their nominated representatives
All Heads of Support Group or their nominated representatives
Representative of Senatus committees
Convener of EDMARC
A lay member of the University Court
Director or Deputy Director of HR
Representative of specialist services to students, nominated by the University Secretary

All management members of the Group have managerial responsibility for E&D action in their areas. Representatives are responsible for expressing views, taking decisions and implementing action for the areas/committees they represent.

All members of the Group shall comply with the University's Code of Conduct and are required to declare any interests which may conflict with their responsibilities as members.

Others may be invited to attend the Group, e.g. to provide expert advice, as required.

Meetings

The Group shall meet as required to fulfil its remit, which will be at least twice per year. The Group may consider some business through correspondence.