Mansfield College

Equality Policy & Public Sector Equality Duty

The Equality Act 2010 introduced the concept of the Public Sector Equality Duty, which came into force in April 2011. Under the Equality Act, public bodies have a general duty to demonstrate due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people when carrying out their activities.

The Equality Duty, applicable to all public bodies (including all English HEIs), covers nine ‘protected characteristics’ as identified in the Equality Act: age, disability, gender reassignment, marriage and civil partnership (but only in relation to employment), pregnancy and maternity, race, religion or belief, sex, and sexual orientation. Some are unchanged under the new legislation; others have been extended or reinforced. Public bodies (including all English HEIs) are required to publish relevant, proportionate information annually, showing compliance with the Equality Duty, and to set at least one equality objective every four years. The information and objectives must be published in a way that can be accessed by the public.

Mansfield College is considered an HEI under the Duty.

Under the Duty, the College must have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people who share a protected characteristic and those who do not; and
- Foster good relations between people who share a protected characteristic and those who do not.

Having ‘due regard’ means consciously considering the three aims listed above as part of its decision-making processes and when it is reviewing or developing policies. Due regard for ‘advancing equality’ involves removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these are different from the needs of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

‘Fostering good relations’ involves tackling prejudice and promoting understanding between people from different groups.

The legislation allows for the more favourable treatment of some people, but only where the more favourable treatment can be objectively justified as a proportionate means of fulfilling the public sector equality duty.

Equal Opportunity Statement

The College welcomes diversity amongst its students, staff and visitors, recognising the particular contributions to the achievement of the College's mission that can be made by individuals from a wide range of backgrounds and experiences.

The College’s Aims

The policy and practice of Mansfield College requires that all staff are offered equal opportunities within employment and that entry into employment with the College and progression within employment will be determined only by personal merit and the application
of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary criterion. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another, before, during or after their employment at Mansfield College, because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief (including lack of belief), sex, or sexual orientation.

In relation to students the College aims to provide education of excellent quality at undergraduate and graduate level for intellectually able students of the appropriate standard, whatever their background. In pursuit of this aim, the College is committed to using its best endeavours to ensure that all of its activities are governed by principles of equality of opportunity, and that all students are helped to achieve their full academic potential. This statement applies to recruitment and admissions, to the coverage of the curriculum, to teaching and assessment of progress, to welfare and support services, and to staff development and training.

The College follows the University’s policy on Harassment and Bullying, and a Statement of Policy concerning Harassment is available online here: https://www.mansfield.ox.ac.uk/public-documents.

**College Responsibilities**

The Governing Body is responsible for securing compliance with the Public Sector Equality Duty. The Governing Body is also responsible for securing compliance with all legislation underlying these policies and schemes, and for the production, approval, implementation, monitoring and evaluation of their associated action plans.

The Principal is responsible for providing leadership in the promotion and implementation of all aspects of the College’s equality policies. The College's Equality Opportunities and Policy Management Group is responsible to the Governing Body for the development, implementation, monitoring, evaluation, prioritisation and review of all aspects of the College’s equality policies. The Group is chaired by the Principal or a member of GB nominated to deputise (currently the Tutor for Women), and consists of the Principal, Bursar, Tutor for Welfare, Tutor for Women, Disability Officer, Senior Tutor, Tutor for Graduates, Junior Deans, MCR President, MCR Welfare Officer, MCR Equality Representative, JCR President, JCR Vice President/Welfare, Academic Registrar and the BME Fellow.

The Group meets formally twice a year to consult on and develop the College’s equal opportunities and strategies.

All College Committees are responsible for ensuring that the College’s equality policies are embedded in their duties and functions in relation to both students and staff.

All employees with managerial responsibility have a duty to take forward specific actions under the College’s equality policies, in addition to the general and specific duties under the Act.

All staff and students within the College have a duty to comply with its equality policies.

**Mansfield College’s Equality Objectives from April 2016 are:**

1) **Objective:** To foster good relations between members of the college who share a protected characteristic (as defined by the Equality Act 2010) and those who do not.

Objective 1.1. Having identified religion or belief (including lack of belief) as one area where this might be a particular concern, to have at least one event a year that promotes inclusivity on the basis of religion, in consultation with the relevant groups, and to assess its effectiveness in consultation with the relevant groups.
Objective 1.2. Having identified race (including ethnic or national origin, colour or nationality) as another area where this might be a particular concern, to have at least one event a year that promotes inclusivity on the basis of race/ethnicity, in consultation with the relevant groups, and to assess its effectiveness in consultation with the relevant groups.

Objective 1.3. To consult with all members of the college who share a protected characteristic in order to identify whether these, or others, are in fact areas of concern. (Our original identification of areas of concern was simply based on numbers.)

Objective 1.4: To establish annual training in unconscious bias in relation to race/ethnicity or wherever else there is a need.

2) Objective: To undertake annual review of all recruitment monitoring.

Objective 2.1: To continue to undertake annual review of all recruitment monitoring (academic, non-academic and student) relating to Mansfield college membership.

Objective 2.2: If feasible, to undertake an annual review of how Mansfield’s figures compare to other colleges in Oxford and, if the data is accessible, to other Russell Group universities.

Objective 2.3: To establish annual training in unconscious bias in relation to race/ethnicity or wherever else there is a need. (Such training is relevant both to Strategic Objective 1 and Strategic Objective 2.)

3) Objective: To undertake equality analysis (formerly equality impact assessment) for existing, new or adapted buildings to ensure legal compliance. This objective relates particular to disability but not exclusively, and not exclusively ambulatory disabilities. This objective is also to ensure that no-one from any protected group is disadvantaged in any way.

Objective 3.1: To undertake a needs-based assessment in consultation with the relevant groups.

These objectives will be reviewed at least once every four years.

The College supports the aims of the University’s Equality Policy, available at www.admin.ox.ac.uk/eop/policy/equality-policy.

Monitoring and Audit
Institutions of Higher Education have a duty to collect and analyse data for equality monitoring purposes, in order to measure the effectiveness of policies. Current Equal Opportunities data regarding recruitment monitoring held at Mansfield is incomplete but information on age, gender, nationality, disability and ethnicity has been collected for academic posts since 2003, and for non-academic posts since June 2013.

Undergraduate and graduate admissions
The college has subscribed to the University’s Common Framework for Admissions, whereby data on undergraduate and graduate applications is collected and monitored by the University.
Undergraduate statistics are available here: https://www.ox.ac.uk/about/facts-and-figures/admissions-statistics/undergraduate?wssl=1
Postgraduate statistics are available here: https://www.ox.ac.uk/about/facts-and-figures/admissions-statistics/graduate-admissions-statistics

The College gathers data on the profile and progress of accepted students, including information on ethnicity and gender, which is maintained electronically on the College’s ERM database and on the University’s student supervisory systems.

All students are encouraged to complete the National Student Barometer survey (http://www.ox.ac.uk/students/living/surveys/) and the College monitors feedback received.
Flowchart to ensure the fulfilment of the objectives set by Mansfield’s Equal Opportunities Monitoring Committee

**Objectives**

To foster good relations between members of the college who share a protected characteristic (as defined by the Equality Act 2010) and those who do not

To undertake annual review of all recruitment monitoring

To undertake equality analysis (formerly equality impact assessment) for existing, new or adapted buildings to ensure legal compliance. This objective relates particular to disability but not exclusively, and not exclusively ambulatory disabilities. This objective is also to ensure that no-one from any protected group is disadvantaged in any way

**Actions**

JCR to monitor and record applicable activities by Friday of 4th week of Michaelmas, MCR by Friday of 4th week of Trinity

Heads of department to record details of staff grievances, discipline and training; College Office to continue to monitor student performance, discipline and complaints

College Office (academic staff) and Domestic Bursar (college staff) to disseminate monitoring forms for all advertised posts & collate results

College Office (academic staff) and Domestic Bursar (college staff) to seek from Accounts annually arrivals, departures and dates of birth information for all staff, including casual recruitment, when recorded

Staff to monitor all equality issues pertaining to building work and procurement

**Aims**

JCR/MCR benches to produce annual report on activities relating to social inclusion for discussion at EOPMG in Michaelmas & Trinity Term respectively, for January publication

College Office (academic staff; students) and Domestic Bursar (college staff) to collate and monitor results with regard to protected characteristics, as and if these are declared

College Office (academic staff) and Domestic Bursar (college staff) to collate and monitor recruitment & retention data and present annual results to EOPMG

Discussion of pertinent issues as part of standing item on twice-yearly EOPMG agenda