Board of Management

People and Culture Committee

Date of Meeting	**Wednesday 15 May 2024**
Paper No.	**PCC3-K**
Agenda Item	**6.2**
Subject of Paper	**Equality, Diversity, and Inclusion Update**
FOISA Status	**Disclosable**
Primary Contact	**Naira Dar**
Date of production	**30 April 2024**
Action	**For Noting**

1. Recommendations

1.1 For the Committee to note the contents of the paper, which provides an update on Equality, Diversity, and Inclusion (EDI) activities and priorities.

2. Purpose

2.1 The purpose of this paper is to provide a general update to the committee on EDI activities and priorities form February to April 2024.

2.2 The paper will provide an update on the following:
- Update on the Equality Impact Assessment (EIA) Review
- Update on the Public Sector Equality Duty (PSED) Reports
- Update on EDI Module for Students
- Update on Staff Networks

- EDI involvement in Organisational Change
- Update on Recruitment

3. Equality Impact Assessment (EIA)

3.1 The EIA process continues to be under review, which has focused on reviewing, developing, and supporting the redesign of the EIA process and associated documentation to enable the process to be more user friendly and efficient.

3.2 The new process will provide the following:
- a revised EIA form which is automated, allowing for multiple people to input and provides built in guidance.
- written guidance on EIAs, including when an EIA needs to be completed and a step-by-step guide to completing an EIA.
- an e-learning module and face-to-face training has been created to support the launch of the revised EIA form and guidance, which will provide staff with additional assistance when completing an EIA.

3.3 In addition, the EDI intranet pages have been updated to include additional resources and information on the revised EIA process and form.

3.4 The revised EIA process is currently being tested by IT Services, with the pilot phase beginning early May which will involve senior managers and policy leads.

4. PSED Equality Progress Reports

4.1 The PSED Equality Progress reports will provide base line data that will inform EIAs and other business reports. The analysis is ongoing and will highlight some key areas of work. The workforce data has been extracted from the College HR information system iTrent, on the 1st of April 2023, to inform the reports.

4.2 The reports will provide base line data on the following:
- Equality Workforce data
- Pay Gap Data
- Recruitment, Selection and Retention Data.

4.3   Equality Workforce Data

The 2023 data shows a workforce of 1,330 staff in primary roles, which is a difference of 98 staff from the workforce data in 2022.

A summary of the data is below:
- The average age of the workforce was 48 years.
- Staff that declared a disability was 9% a 1% increase from the previous year.
- Other Protected Characteristics remained constant with LGBTQ+ 4% and Black and minority ethnic remaining at 6%.

4.4   Gender, Disability and Ethnicity Pay Gap Data

- In 2023 the College Gender Pay Gap is 7%, in 2022 this was 8%, a decrease of 1%. When compared to the Scottish Gender Pay Gap which is 6.3%, as reported by "Close the Gap" this represents a 4.6% decrease from the previous year which was reported at 10.9%.

- The Disability Pay Gap is 7%, this mirrors the College Gender Pay Gap. The Disability Pay Gap reported by the Scottish Government is 15%, this is a difference of 8%.

- Ethnicity Pay Gap for the College is 2% which includes Lecturers, Support Staff and Senior Management. In contrast the Scottish Ethnicity pay gap is 8.05%, this is a difference of 6%.

4.5   Recruitment, Selection and Retention

- From the period April 1st 2022 to 1st of April 2023, the College received 1,444 job applications, interviewed 408 and appointed 160 people.

- Staff that were appointed were represented as follows:
    - 11% declared disability.
    - 15% identified as LGBT+
    - 16% were Black and Minority Ethnic.
    - 21% declared a caring responsibility.
    - 56% were women and 43% men 1% preferred not to say.

- Overall, the College continues to attract and appoint a diverse talent across the protected characteristics demonstrating that the College is seen as an inclusive employer.

5. EDI Module for Students

5.1 A working group will oversee the development of a student's e-learning module on EDI. This will support students to ensure that we provide an inclusive space within the classroom environment and potentially lead to a reduction in Equality related complaints.

6. Update on Staff Networks

6.1 Following discussions with staff on equality issues, there has been a request to re-establish the LGBTQ+ staff network.

6.2 The first meeting is scheduled for 17 May 2024 in recognition of the International Day Against Homophobia, Transphobia, Biphobia (IDAHOBIT) with further details will be available on the EDI intranet pages.

7. Organisational Change

7.1 EDI continues to support the College through the organisational change process through the completion of EIAs of the Voluntary Severance Policy/ Scheme and on the outcomes from the Voluntary Severance Scheme.

7.2 In addition EDI will be supporting the Deans and Directorate complete EIAs for their faculty or directorate Business Case.

8. Update on Recruitment of EDI Advisor

8.1 The EDI advisor position was re-advertised in April 2024 and shortlisting is currently being finalised with interviews scheduled for week beginning 13 May 2024. The expectation would be to have the new EDI Advisor in post during June 2024.

9. Impact and Implications

9.1 The EDI team will continue to ensure our statutory obligations are met and the People and Culture Committee are kept informed of the changing landscape. The Scottish Funding Council and the Equality Human Rights Commission confirmed that there will be no changes to reporting requirement for April 2025.