

Trinity College Equality Report

Academic Year 2018/19

Introduction by the President and Equalities Fellow

Trinity brings together leading academics and students from different cultures and countries in an interdisciplinary community within a large, internationally-renowned collegiate University. We pride ourselves on combining the highest academic standards with a particularly friendly sense of community and 'family' that extends to our much valued global community of Trinity alumni. Trinity is a relatively small college with around 500 undergraduate and graduate students, some 70 academic Fellows and lecturers, and approximately 90 permanent support staff.

Our vision is for Trinity to be recognised as a modern College that welcomes a diverse and widely representative community, in which the best UK and international students, academics and staff of all backgrounds feel equally valued, supported and able to flourish. We aim to treat everyone with respect and fairness within a diverse and inclusive community. We see no conflict between wider access and academic excellence – indeed we would go further to say that one is not possible without the other.

This report highlights a selection of our activities in support of equality and diversity during the academic year 2018/19.

Dame Hilary Boulding (President)
Dr. Maria del Pilar Blanco (Equalities Fellow)
March 2019

1 The Public Sector Equality Duty

The Equality Act 2010 places all public bodies under an active duty to promote equality, which includes:

- having due regard to the aims of the General Equality Duty 'in the exercise of their functions';
- carrying out equality analysis;
- setting at least one equality objective; and
- publishing information and data to demonstrate their compliance with the Equality Duty.

The protected characteristics under the Act and covered by the Duty are: age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex (gender) and sexual orientation. For marriage and civil partnerships, public bodies are required to demonstrate due regard to the need to eliminate unlawful discrimination in employment.

This report addresses the requirement under the Public Sector Equality Duty to publish information on how the College is working 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 by

- removing or minimising disadvantages suffered by people due to their protected characteristics;
- meeting the needs of people from protected characteristics where these are different from the needs of other people
- encouraging people with protected characteristics to participate in areas where their representation is disproportionately low
- foster good relations between people who share a protected characteristic and those who do not by tackling prejudice and promoting understanding between people from different groups.

2 Responsibility

The responsibility for consideration of Equal Opportunity matters within Trinity is the responsibility of the Equalities Committee which meets once a term, and in turn reports to the Governing Body which has ultimate responsibility for ensuring that the general equality duty is met. The Committee advises the Governing Body on the College's compliance with Equalities legislation, promotes awareness of equality, fosters good practice and oversees a programme of activity to ensure that equality is embedded in the College's activities.

The membership of the Committee is as follows:

- the President (Chair);
- the Equalities Fellow;
- the Chaplain and Welfare Dean;
- the Domestic Bursar;
- the Senior Tutor;
- a member of the Governing Body suitably qualified to advise on legal matters;
- the Staff Representatives;
- Junior Common Room Representatives;
- Middle Common Room Representatives.

All staff with managerial responsibility have a duty to make themselves aware of the requirements and to take forward specific actions under this Scheme.

The Equalities Fellow and President are additionally members of the University Equality and Diversity Forum.

Dr. Anil Gomes was succeeded by Dr. Maria del Pilar Blanco as Equalities Fellow in January 2019.

3 Activity to promote equality and diversity in 2018/19

Our equality objectives support our wider strategic aims relating to recruitment, staff development, student access and experience, as set out in the College's Five Year Strategic Plan for 2018/19 - 2022/23 which was approved by Trinity's Governing Body in May 2018.

Evidence of specific examples of actions taken to promote equality and diversity includes:

- a) Heads of Department and Senior Managers participated in a training workshop on bullying and harassment (ACAS e-learning) led by the Domestic Bursar in March 2019.

Training for all other support staff is ongoing with the final group scheduled for training in the first week of April, 2019.

- b) All employees involved in recruitment interviews and all academic employees involved in student admissions interviews undertake mandatory implicit bias training.
- c) Trinity hosted a group of school students of African and Caribbean heritage in April 2018, working in partnership with Target Oxbridge. This is a sustained contact programme for students in Years 12 and 13 who receive continuous support from Target Oxbridge staff and from Oxford tutors and students. Trinity provided accommodation and contributed funding to support ten additional places.
- d) In July 2018 Trinity hosted students taking part in the UNIQ Summer School which targets pupils from areas of socioeconomic disadvantage and low participation in higher education. UNIQ is one of the University's flagship programmes to widen access to underrepresented groups.
- e) In March 2019 Trinity hosted a Women in Science seminar for school students.
- f) Guidelines and best practices to help the Oxford Colleges cater for students from diverse dietary backgrounds were commissioned by the Conference of College's Domestic Bursars' Committee to provide information, guidance and recommendations for College catering teams.
- g) Advice has been sought where necessary to ensure suitable reasonable adjustments for disabilities and health conditions. Where appropriate, students are granted extra time or specific examination accommodation, bespoke rooms are allocated to accommodate specific needs, and facilities have been developed to accommodate an assistance dog.
- h) Flexible working arrangements have been agreed to accommodate health needs, to support staff with caring responsibilities and in response to bereavement.
- i) Trinity's historic estate presents challenges in terms of physical access with several key rooms for social, residential, study and administrative functions remaining inaccessible to wheelchair users. Plans for a new building were granted planning permission in October 2018 which, following a two-year construction period (2019-2021) will deliver new DDA-compliant study, social, teaching, lecture, residential and administration accommodation. Eight study bedrooms with *en suite* facilities will provide bespoke accommodation for students with specific mobility needs and a new lift will provide access to a second floor of the College's existing library.
- j) A calendar of events was hosted with a view to promoting a more inclusive environment, reflecting the diverse nature of Trinity's community:
 - o Holocaust Memorial Day (27 January 2019) was marked by two events in which students and staff gathered to commemorate, openly discuss and meditate upon the events and aftermath of the Holocaust;
 - o in "Treasures of the Trinity Libraries" (February 2019), students, Fellows and staff gathered for a presentation and exhibition of rare books from the Trinity Libraries that showcase LGBTQ themes;

- to coincide with International Women’s Day In March 2019, the College created an on-line installation of testimonies by women of Trinity (staff, Fellows and students) in which they relate the challenges they or the women in their families have faced as women, and their hopes for the future;
 - Trinity hosted a ‘breaking the fast’ dinner for Muslim students from across Oxford at the end of Ramadan;
 - as in recent years, members of the College community came together to celebrate Diwali and to learn more about the festival.
- k) Diversity and Equality Officers represent the Junior and Middle Common Rooms, raising issues as necessary.
- l) The College committed to a policy whereby the current minimum rate of pay for all permanent staff (except for apprentices) and all casual staff over the age of 25 is in excess of the Living Wage Foundation’s 2018 UK Living Wage.
- m) The College approved support for its first Global South Visiting Fellow who is a distinguished writer, artist and educator from Puerto Rico. The TORCH Global South Visiting Fellowships are designed to provide role models and embed expectations with regard to diversity and inclusivity in the wider University.

4 Equality Objectives

The College’s four overarching equality objectives for 2018/19 were to:

- a) Continue to improve our systems for monitoring equality data

In 2017/18 the College purchased and installed an HR system to assist better reporting and recording of equality data with a view to monitoring the evolving demographic of its employees, informing its equality objectives and ensuring that the College fulfils its remit to treat all its staff equally within employment. Training on the use of the system was rolled out to managers of support staff in 2017/18 but the adoption of the system was low. Further training was delivered in 2018/19 for Heads of Department and Managers to encourage a higher level of response and cascade this through staff teams.

N.B. Monitoring of student equality data is undertaken by the University of Oxford on behalf of the College.

- b) Continue to improve the gender balance of all academic appointments

We continue to monitor the gender mix of all levels of academic staff in the College with a view to improving the gender balance. As at 15 March 2019, there were 6 female and 20 male tutorial fellows in the College. Of the twelve tutorial fellows appointed since 2011, the College has achieved gender balance (six men, six women), reversing Trinity’s absence of female tutorial fellow appointments in the previous decade.

Since 2011 there has been a material increase in the number of female academic employees; however the overall rate of change is impacted by low annual turnover.

As at 15 March 2019 Trinity’s Governing Body comprised 15 female and 27 male Governing Body Fellows.

Employer-Justified Retirement Age: The majority of academic appointments are made jointly by the College and the University. The University has established an employer-justified retirement age (EJRA) of 68 for academic and related staff at grade 8 and above in order to promote its aims, which include promoting intergenerational fairness, maintaining opportunities for career progression and promoting equality and diversity in the University workforce. Between 2015 and 2017, a University working party carried out a five-year interim review of the policy and concluded that having an EJRA continued to be a proportionate means of achieving its legitimate aims. As part of the revisions to the policy, the age was raised from 67 to 68 in order to improve intergenerational fairness for those in the older generation, in the context of increased life expectancy and increasingly high living costs in Oxford. The scope of the policy was also revised to exclude staff in grades 6 and 7. In addition, in response to the review, a set of improved support mechanisms, including guidance and process maps, have been developed for both staff and managers navigating the retirement process.

- c) Continue to develop a programme of implicit bias training for all involved in interviewing

Implicit bias training is mandatory for those serving on appointments panels and for academic staff involved in admissions interviews with prospective students.

- d) Carry out a full audit of the physical accessibility of college properties, and identify and implement a programme to improve accessibility across the college.

The College has recruited a College Surveyor whose remit includes considering accessibility across the College's estate. Whilst it had been our intention to commission an independent review of the physical accessibility of Trinity's estate, discussions are currently underway to conduct this exercise in collaboration with other Oxford colleges with a view to creating a map of accessibility. This will be undertaken in the coming year.

5 Objectives for 2019/20

The College undertakes to review its Public Sector Equality Duty every 12 months and to establish objectives on an annual basis. The objectives are formulated by the Equalities Committee and approved by the Governing Body. The objectives for the academic year 2019/20 will be approved in Trinity term 2019.

Trinity College Admissions Statistics:

Undergraduate applications 2018-19

		All	Successful*	Unsuccessful*
Total Applicants		679	104	575
Gender	Male	370	49	321
	Female	309	55	254
Age	Under 21	660	103	557
	21-25	16	1	15
	Over 25	3	0	3
Disability	Declared disability	42	10	32
APR Region	Home	367	85	282
	EU	92	5	87
	Overseas	220	14	206

*As most offers are currently conditional on candidates achieving certain academic qualifications, 'successful' has been taken to mean the candidate received an offer from Trinity, whether conditional or not.

When candidates apply to Oxford, they can select a first-choice college or put in an 'open application,' in which case a first-choice college is assigned to them. These figures include both applicants who nominated Trinity and those who were assigned to us through the open allocation process.

Candidates may receive an offer from a College other than their first-choice one. The figures given here for successful applicants include all candidates who received an offer from Trinity, whether or not Trinity was their first-choice college. They also include any 'open offers' underwritten by Trinity, where the candidate's eventual college (assuming they meet the conditions of their offer) may or may not be Trinity. The figures given for unsuccessful applicants include candidates who were deselected (not invited to interview), rejected (following interview), or offered a place at a college other than Trinity.

Trinity College Student Statistics

2018-2019 Students

		Undergraduates	Postgraduates	Visiting Students
Age	Under 21	139	0	0
	21 - 25	161	56	3
	26 - 30	0	61	0
	31 - 35	0	10	0
	36 -40	0	4	0
	41 and over	0	2	0
Gender	Female	143	61	1
	Male	157	72	2
Nationality	Home	240	59	0
	EU / EEA	18	26	3
	Overseas	42	48	0

2018-2019 Analysis of Home Students by Region

Region	Undergraduate	Postgraduate
Central	2	
East	36	6
East Midlands	2	
North	5	1
North East	7	3
North West	16	4
Northern Ireland	1	1
Scotland	2	1
South	1	1
South East	135	30
South West	21	12
Wales	9	2
West Midlands	7	2
Totals	244	63

*Includes students categorised as Overseas/EU/EEA
but have dual nationality*

2017-2018 Students

		Undergraduates	Postgraduates	Visiting Students
Age	Under 21	134	0	0
	21 - 25	157	49	3
	26 - 30	0	64	0
	31 - 35	0	9	0
	36 -40	0	7	0
	41 and over	0	4	0
Gender	Female	133	55	2
	Male	158	78	1
Nationality	Home	236	54	0
	EU / EEA	19	28	2
	Overseas	36	51	1

2017-2018 Analysis of Home Students by Region

Region	Undergraduate	Postgraduate
East	32	6
East Midlands	3	
Ireland		2
North	5	1
North East	8	2
North West	15	3
Northern Ireland	1	1
Scotland	5	1
South East	131	27
South West	25	7
Wales	9	2
West Midlands	7	3
Totals	241	55

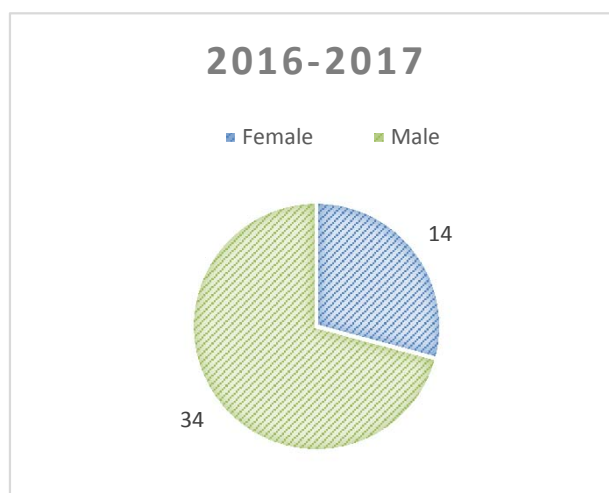
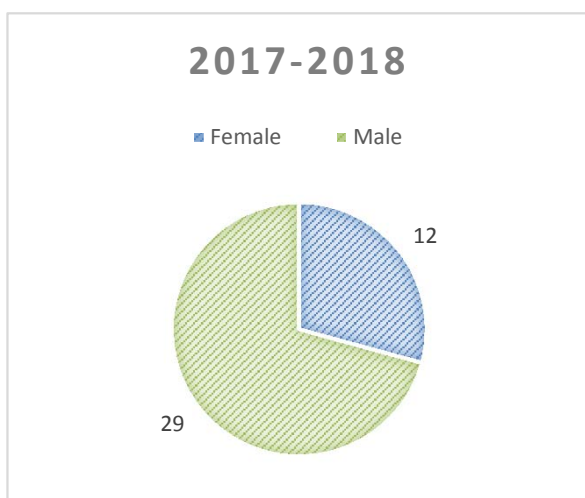
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but have dual nationality*

Trinity College Trustees and Governing Body Membership

The number of members of Governing Body who were trustees of the College as at the 31st of July has fallen from 48 to 41 between 2016-2017 and 2017-2018. This was mainly due to timing as there were several overlaps of resignations and new appointments before the start of the new academic year.

However, the gender split has remained constant. The proportion of male trustees has remained significantly higher at 71% than their female counterparts who make up only 29% of the trusteeship.

Gender Analysis



Currently, the Trusteeship is comprised of:

	Female	Male
College Officer	4	1
Junior Research Fellow		1
Professorial Fellow	2	5
Senior Research Fellow	1	
Tutorial Fellow	6	20
Grand Total	13	27

Currently, Governing Body is comprised of:
(includes GB members who are not Trustees)

	Female	Male
College Officer	4	1
Junior Research Fellow	2	1
Professorial Fellow	2	5
Senior Research Fellow	1	
Tutorial Fellow	6	20
Grand Total	15	27

Trinity College Staff: Nationality and Age Analysis

Based on February 2019 payroll data, Trinity College employed a diverse group of both academic and non-academic members of staff from 33 nations.

Nationality

Australia	Hellenic Republic	Portugal
Austria	Hungary	Romania
Brazil	India	Singapore
Britain	Indonesia	Slovenia
Canada	Ireland	South Africa
China	Italy	Spain
Netherlands	Japan	Switzerland
Egypt	Malaysia	Syria
Finland	New Zealand	United States of America
France	Norway	Zimbabwe
Germany	Poland	
Ghana		

Trinity College Staff analysis by age as at February 2019

Age range	Academic	Non-Academic	Total
Under 21	0	24	24
21 - 30	11	109	120
31 - 40	22	28	50
41 - 50	18	30	48
51 - 60	12	23	35
61 - 70	5	11	16
Over 71	1	0	1
Totals	69	225	294

Trinity College Staff analysis by gender as at February 2019

Employee Type	Female	Male	Total
Academic	23	46	69
Non-Academic	118	107	225
Totals	141	153	294

Trinity College

Gender Pay Gap Report

Trinity College has compiled the following gender pay gap report for the 2017/18 pay year. The College is committed to ensuring equal opportunities for its staff and students and has produced this report on a voluntary basis, in the format specified by the current guidelines.

2017/18 Gender Pay Gap Statistics

1. Average gender pay gap as a mean average:

The mean average hourly rate paid to female employees is 8.5% lower than the mean average hourly rate paid to male employees (2016/17: 16.6%).

2. Average gender pay gap as a median average:

The median average hourly rate paid to both male and female employees is almost identical with a 0.04% gap (2016/17: 0.1% gap).

3. Average bonus gender pay gap as a mean average:

Where applicable, the mean average bonus paid to female employees is 15.8% (2016/17: 16.9%) lower than the mean average bonus paid to male employees.

4. Average bonus gender pay gap as a median average:

Where applicable, the median average bonus paid to female employees is 28.3% (2016/17: 31.4%) lower than the median average bonus paid to male employees.

5. Staff receiving a bonus:

Of the staff who received a bonus payment, 61.7% were male and 38.3% were female. (2016/17: 66% and 34%, respectively)

6. Pay quartiles:

The total payroll was divided into four quartiles, arranged from lowest to highest, and the proportion of male and female staff in each quartile was assessed as follows:

2017/18

Quartile	Female	Male	Female %	Male %
Lower quartile (lowest hourly rate)	42	55	43.3%	56.7%
Lower middle quartile	41	56	42.3%	57.7%
Upper middle quartile	38	59	39.2%	60.8%
Upper quartile (highest hourly rate)	36	60	37.5%	62.5%
Grand Total	157	230	40.6%	59.4%

There are more male (59.4%) than female (40.6%) employees. As can be seen, there is a higher proportion of male employees in the third and fourth quartiles. 53% of a total of 157 females, are in the lower quartiles as compared to 48.3% of a total of 230 male employees. Only 47% of all female employees are in the higher quartiles by comparison to 51.7% of total male employees in the same. This has a significant negative impact on the mean average pay for female employees.

2016/17

Quartile	Female	Male	Female %	Male %
Lower quartile (lowest hourly rate)	46	52	46.9%	53.1%
Lower middle quartile	57	41	58.2%	41.8%
Upper middle quartile	26	72	26.5%	73.5%
Upper quartile (highest hourly rate)	30	68	30.6%	69.4%
Grand Total	159	233	40.6%	59.4%

Comparing these statistics over the last two years, there has been progress made towards closing the gender pay gap and a significant increase in the number of females in the higher quartiles with the aim of arriving at an equilibrium between genders within the pay quartile analysis in future years.

Actions to Reduce the Gender Pay Gap

Trinity College is committed to pay equality where roles are equivalent and has benchmarked its pay rates accordingly. This commitment is reflected in the 0.04% gap between the median pay rates of men and women. The gap between the mean average pay rates has narrowed considerably from 16.6% in 2016/17 to 8.5% in 2017/18, which represents progress in equalising pay.

Although representing a small proportion of the College's total pay expenditure, the bonus scheme in place during the 2017/18 year again demonstrated a clear gap between payments to men and women, with women receiving an average of 15.8% lower bonuses than men. During the summer of 2018 the bonus scheme was discontinued, which will address this issue.

Trinity College
21st March, 2019