

Public Sector Equality Duty

The general duty, in summary requires public bodies, and other organisations exercising public functions, to have due regard to the need to;

- eliminate unlawful discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- advance equality of opportunity between those who share a relevant protected characteristic and those who don't; and
- foster good relations between those who share a relevant protected characteristic and those who don't.

For these purposes the 'relevant protected characteristics' are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

In order to ensure that the College advances opportunities and fosters good relations our objectives are:

1) **To advance equality of opportunity in all aspects of staff recruitment and development.**

Monitoring on ethnicity and diversity will be reported to SMT and Corporation termly. Recruitment procedures will comply with the Equality and Diversity policy QD287 (see below).

2) In respect of the College Corporation's terms of reference (to ensure that **the staffing profile should reflect the community in which it works**) we will seek to increase the numbers of staff employed who have a protected characteristic.

This will be measured by Census data and sector benchmarks. Reports will be circulated termly to Corporation and SMT on staff profile data, broken into gender, age, disability, ethnicity.

These objectives will be regularly monitored and reviewed again in 4 years time (or sooner if required).

Equality & Diversity policy QD287 Staff Selection, Recruitment and Development

The College will take positive action to ensure that under-represented groups are encouraged to apply for vacant posts at different levels and in different areas of the College's work. College procedures will ensure that there is neither 'direct' nor 'indirect' discrimination in staff recruitment, selection or development.

The College will aim to ensure:

- The profile of staff in relation to age, gender, disability and race is monitored across all areas of work at all levels
- Recruitment for all positions within the College will be carried out in a manner which accords with the Equality Act 2010.
- Recruitment, retention and progression are monitored and corrective action taken where necessary.
- Vacancy details are drawn to the attention of under-represented groups
- Members of recruitment and selection panels are trained in Equality and Diversity
- Consideration is given to candidates' views of the recruitment process and that feedback is offered
- A complaints procedure is followed in cases of alleged discrimination or unfair treatment

- Family friendly working practices are developed
- Staff development in Equality and Diversity will be undertaken by all staff, either online or group session.
- Person specification and advertisements will reflect the objective requirements of the job
- Every job description will include a statement that commits all employees to compliance with this policy and interview questions will ask about their understanding of equality and diversity.
- All newly appointed staff will be required to attend an induction programme within the first term of service which emphasises the College commitment to equality and diversity.