

MINUTES OF THE MEETING OF THE EQUALITY, DIVERSITY AND INCLUSION (EDI) COMMITTEE HELD ON WEDNESDAY 21 JANUARY 2026 AT 2PM IN ROOM 358, REGENT STREET CAMPUS

PRESENT:	Professor D Anand (Co-Chair) Dr D Husbands (Co-Chair) C Benyon J Boston S Bunbury (left during Minute 25.23) Professor M Dwek Y Kaplan F Kolyda E Lees	P Mashumba (up to Minute 25.24) A Musani S Owen C Peterson Dr C Robertson J Smith T Sood Z Surooprajally Dr N Weingarten (up to Minute 25.24)
IN ATTENDANCE:	M Chan (Secretary) C Emery (Minute 25.21 to 25.23) M Gilmore (Minute 25.21 to 25.23)	K Robinson ¹ T Suich (left during Minute 25.20)
APOLOGIES:	D de Silva N Donohue M Julia	C Molloy S Sarialtin R Shah

25.16. ANNOUNCEMENTS

- 25.16.1. **Welcome:** The Co-Chair welcomed members and attendees to the meeting.
- 25.16.2. Members noted that there is currently a membership vacancy for a nominated representative from the University and College Union (UCU).
- 25.16.2.1. **ACTION EDI Committee Secretary** to contact UCU to request the appointment of a representative to the Committee.
- 25.16.3. The Co-Chair noted that, while alternative meeting formats are available, the Committee meetings are held onsite to facilitate meaningful engagement.
- 25.16.4. Members were advised that Elena Trevisanello has assumed the role of Professional Services (PS) EDI Lead, following the departure of the previous postholder.
- 25.16.5. **Apologies:** Members noted the apologies as recorded above.
- 25.16.6. **AOB and starred items:** Members did not request to add any items to the agenda or to discuss the starred items.
- 25.16.7. **Declarations of interest:** The Co-Chair confirmed that there were no declarations of interest.

25.17. CO-CHAIRS' REPORT

- 25.17.1. The Co-Chair Deborah Husbands updated members on the completion of the 100 Black Women Professors NOW programme, led by the Women's Higher Education Network (WHEN), and on a successful Court of Governors session on the EDI Strategy.

¹ Representing N Donohue, Director of Student and Academic Services.

25.17.2. The Co-Chair Dibyesh Anand informed members that the Being Westminster Strategy mid-term review is currently underway, with equity as one of three pillars and Inclusion embedded as a cross-cutting value. The Co-chair mentioned the series of events and initiatives run under the umbrella of Westminster Programme for Enhancing Inclusion, Belonging and Sustainable Development. The Co-Chair also confirmed that Outlook invites have been issued for Committee meetings for 2026-27.

25.18. EDI ANNUAL REPORT FOR JANUARY-JULY 2025

25.18.1. Clare Peterson – EDI Manager – presented the EDI annual report for January-July 2025 (Document EDI 260121A).

25.18.2. The EDI Manager noted that

- The shortened reporting period reflects the transition from a calendar year to an academic year for future annual reports, and that it is the final report under the EDI Strategy 2021-25.
- The move of EDI programme funding source from the Quintin Hogg Trust to the University during the reporting period represented a positive step in demonstrating the University's commitment to EDI.

25.18.3. Members discussed the draft report in detail and raised points relating to the inclusion of visuals, the need for more metrics to evidence EDI programme engagement, the absence of messages on page three and the clarity of the links between EDI and sustainability.

25.18.4. The EDI Manager agreed to incorporate more visuals and advised that the missing messages would be added at a later stage.

25.18.5. In relation to the engagement data, the Co-Chair proposed that the EDI Manager and the Events and Student Empowerment Programmes Manager provide members with relevant metrics at a future meeting to support members' understanding of EDI programme engagement.

25.18.5.1. ACTION EDI Committee Secretary to include EDI programme engagement data on the agenda for the July 2026 meeting.

25.18.6. The Co-Chair confirmed that, as some Sustainable Development Goals (SDGs) align with EDI, particularly SDG 5 (Gender Equality) and SDG 10 (Reduced Inequalities), the EDI annual report includes a section highlighting the University's SDG work during the reporting period. The Co-Chair also outlined the respective reporting lines for the EDI annual report and the SDG annual report.

25.18.7. **AGREED** The EDI annual report for January-July 2025 to be submitted to the University Executive Board (UEB).

25.19. EQUAL PAY AUDIT 2025

25.19.1. Tom Suich – HR Advisor, Management Information and Systems (MIS) – presented the Equal Pay Audit report 2025 (Document EDI 260121B).

25.19.2. Members raised queries regarding the report, including:

- **Data and analysis:** Availability of data for under-represented groups or individuals on starting salaries; comparison data for promotion and length of service; data breakdown by religious belief; the need for more granular analysis within the global majority group.
- **Colleague progression and roles:** Progression opportunities and support; job share or part-time options for higher-rank roles; the University's job evaluation system compared with the wider sector.
- **Policies and programmes:** Plans for Recommendation 4 on 'annual review of programme and activities to assess impact on gender and pay gaps'; work around safety and confidence in disclosure; remuneration equity between PS and academic colleagues; clarity on job advertising.

- 25.19.3. In response, the HR Adviser (MIS) and the EDI Manager explained that a business case is required for appointments above the bottom of the salary band, and that detailed data on religious belief isn't available because small numbers could lead to the identification of individuals; detailed breakdown of global majority is available in the database, however colleagues in People, Culture and Wellbeing (PCW) tend to use wider groupings for reporting where possible.
- 25.19.4. Regarding the plan and timeline for the annual review suggested in Recommendation 4, members noted that this is currently being explored in the PCW Directorate.
- 25.19.4.1. **ACTION Associate Director, Organisational Development (OD)** to confirm with the PCW senior leadership team the approach to the annual review of programme and activities to assess impact on gender and pay gaps (Recommendation 4).
- 25.19.5. The EDI Manager assured the Committee that pro-active actions are underway to enhance disability disclosure, working with the Disability Colleague Network through encouraging disclosure, reviewing policies and procedures, and providing training to colleagues.
- 25.19.6. The Co-Chair thanked the team for preparing the report, noting that it highlighted consistent ethnicity pay gap at every level and gender pay gap especially amongst professors.
- 25.19.7. On broader University practices – including advertising, promotion policies, implementation of EDI initiatives – the Co-Chair recommended that colleagues in PCW identify specific actions addressing the gaps and propose three to eight key findings from the report, alongside associated actions, for further discussion and monitoring by the Committee. In particular, the Committee should consider:
- Whether appropriate processes and policies are in place to support promotion for PS colleagues, including lessons learnt from practices at other universities.
 - The need to review plans for job sharing for the higher-rank roles.
- 25.19.7.1. **ACTION EDI Manager** to feedback members' comments to colleagues in PCW for further reflection and propose areas of discussion for future Committee meetings.
- 25.19.8. **AGREED** Members confirmed the submission of the Equal Pay Audit 2025 as an appendix to the EDI annual report for January-July 2025 to UEB.

25.20. STUDENT SUPPORT AND INCLUSIVITY

Access and Participation Plan (APP)

- 25.20.1. Dibyesh Anand – Chair of the EDI (Education) (EDIE) Steering Group, reported that a new role has been created to address the gaps in the coordination of activities under the APP. The EDIE Steering Group Chair also suggested inviting the Deputy Vice-Chancellor (DVC) Education to the next meeting to share her vision for education, student support and inclusivity.
- 25.20.1.1. **ACTION EDI Committee Secretary** to invite the DVC (Education) to the April 2026 meeting.

Liberation, Equality, Diversity and Inclusion (LEDI)

- 25.20.2. Steve Owen – Director of Membership Services (MS), University of Westminster Students' Union (UWSU) – presented the self-assessment statement (Document EDI 260121Ci) submitted for the National Union of Students led LEDI accreditation – Quality Students' Union, with outcomes expected in early summer.
- 25.20.3. The Director (MS) noted that the next priority is strengthening impact measurement to better understand how participation in LEDI and co-curricular activities affects student outcomes. The

UWSU President added that UWSU is recruiting an additional role to improve data management and usage.

- 25.20.4. Members discussed capacity issues following the removal of a central LEDI oversight role, clarified that 'liberation' refers to campaigning for students' rights, and shared ways to support student continuity through student clubs, societies and collaboration with the University's EDI programme team.

Report and Support

- 25.20.5. Kristy Robinson – Student Support Development (SSD) Lead – presented the report and support data for semester one, 2025-26 (Document EDI 260121C).

- 25.20.6. In response to members' queries, the SSD Lead confirmed that:

- The report included all incidents received during the reporting period.
- Future reports will incorporate clearer theme-based trend analysis and EDI-focused insights.
- Training for colleagues supporting students report and support is important.
- Clearer terminology is needed to ensure students understand definitions, legal context and consequences.

- 25.20.7. Members queried the number of cases recorded as resolved and noted that the definition of 'resolution' can vary depending on perspectives. The SSD Lead emphasised the importance of trend analysis and maintaining an anonymous reporting option to build student confidence in reporting.

- 25.20.8. The Co-Chair highlighted the need to balance sufficient reporting with the risk of over-reporting and to ensure matters within the Committee's remit are clearly identified.

25.21. EDI AND RESEARCH

- 25.21.1. Miriam Dwek – Chair of the Research Culture and EDI (RC&EDI) Committee – presented the Athena Swan accreditation and research culture update (Document EDI 260121D).

Athena Swan accreditation update

- 25.21.2. In response to a query, the RC&EDI Committee Chair reported that analysis is underway on a survey of PS colleagues, noting that early findings highlight concerns around career development, long-term prospects and equity with academic colleagues, alongside a perceived lack of clarity in PS career pathways.
- 25.21.3. The RC&EDI Committee Chair noted that most respondents were colleagues identifying as 'white and white others' despite active outreach to the Colleague Networks to promote the survey, which might limit perspectives from other colleague groups.
- 25.21.4. The RC&EDI Committee Chair is discussing with Caroline Benyon – Director of Global Recruitment, Admissions, Marketing and Communications (GRAMC) – how best to communicate the survey feedback to colleagues and students.
- 25.21.5. The EDI Accreditations Project Lead advised that the next phase is to identify priority areas for the action plan and success metrics through an open-workshop consultation process, like that used for the EDI Strategy. The RC&EDI Committee Chair welcomed members' suggestions on progressing this work.
- 25.21.6. The EDI Accreditations Project Lead confirmed that the draft application and action plan will be submitted to Advance HE in April 2026 for feedback, with final submission scheduled for July 2026.

- 25.21.6.1. **ACTION RC&EDI Committee Chair and the EDI Accreditations Project Lead** to present the draft Athena Swan accreditation application and action plan to the Committee in April 2026 for feedback, and to submit the final submission at the July 2026 meeting.

Research culture

- 25.21.7. In relation to a concern about diversity within the research culture community, the RC&EDI Committee Chair noted that there is currently a range of representation and that an analysis of committee memberships is underway.
- 25.21.8. Members noted that the Associate Director (OD) will confirm with the Associate Head of College Creative Arts and Technologies) for research and knowledge exchange, who oversees researcher development across the University, the inclusion of research development within the Professional Development Review.
- 25.21.9. The Co-Chair thanked the RC&EDI Committee Chair for the comprehensive update on the Athena Swan accreditation and the progress of promoting an equitable, diverse and inclusive research culture on campus.

25.22. POLICY ON RESEARCH SABBATICALS

- 25.22.1. The RC&EDI Committee Chair updated members that a stakeholder survey on the Policy on Research Sabbaticals is underway, and that a refreshed Policy, incorporating stakeholders' feedback, will be circulated to EDI Committee members ahead of consideration by the Research Committee and the RC&EDI Committee.

- 25.22.1.1. **ACTION RC&EDI Committee Chair** to work with the **EDI Committee Secretary** to circulate the refreshed Policy on Research Sabbaticals after the meeting.

[[Post-meeting note](#): The proposed refreshed Policy on Research Sabbaticals was circulated to members on 29 January 2026.]

- 25.22.2. The RC&EDI Committee Chair noted the initial feedback from the survey, including publication and alignment of timelines, teaching-related sabbaticals linked to curriculum development and the public reporting of the sabbaticals through seminar-style events.
- 25.22.3. A member suggested greater transparency on the sabbatical applications and outcomes, alongside improved promotion and applicant support, particularly regarding psychological safety for returners. The RC&EDI Committee Chair noted that PCW has conducted central data analysis on the scheme and that related actions for returners are expected to be emerged through University-level action plans.

25.23. EDI EXTERNAL COMMUNICATIONS

- 25.23.1. Craig Emery – Head of Marketing and Campaigns and Milly Gilmore – Social Media Manager – presented the EDI external communications update (Document EDI 260121E).
- 25.23.2. The Head of Marketing and Campaigns updated members on two new initiatives: the University Buddy Community to engage offer holders online and the introduction of contextual offers from next academic year. The UWSU President welcomed the University Buddy Community initiative and suggested collaboration with the UWSU to support wider engagement.
- 25.23.3. Members discussed the use of different social media to reach out to potential students, the monthly highlights of the University channels and the approaches to promoting events.
- 25.23.4. Members emphasised the importance of diverse representation in the social media content and requested guidelines for defining 'high quality content'.

25.23.4.1. **ACTION Social Media Manager** to circulate guidelines on ‘high quality content’ after the meeting.

[[Post-meeting note](#): The guidance notes on capturing photos at events were shared with members on 28 January 2026.]

25.23.5. The Director (GRAMC) thanked the team for their hard work and encouraged members to engage with and subscribe to the University’s social media channels.

25.24. UPDATES ON MEMBERS’ EDI ACTIVITIES OUTSIDE THE COMMITTEE

25.24.1. Members shared updates on their activities outside the Committee, including the launch of the EDI Blog – Belonging at Westminster, the onboarding of two new colleagues for widening participation, Co-Chair Dibyesh Anand’s appointment as the Co-Chair of the Universities UK DVC Network, a generous alumnus donation for Health and Life Sciences Programme, and the Retaining Black Students event on 19 February 2026.

25.24.1.1. **ACTION EDI Committee Secretary** to invite the two new colleagues for widening participation to observe the April 2026 meeting.

25.25. MINUTES AND MATTERS ARISING

25.25.1. **AGREED** Members confirmed the minutes of the meeting of 1 October 2025 (Document EDI 260121F) as an accurate record, with the following amendment highlighted in yellow:

“25.8.1 student support and residential life services like the 24/7 Spectrum **Light Life** wellbeing platform and the University Mental Health Charter application”.

25.25.2. Members noted progress on actions from previous meetings (Document EDI 260121G) and confirmed the completed items.

25.25.3. The Co-Chair updated members that conversations with the DVC (Education) regarding the inclusion of EDI data in module assessment reports are ongoing.

25.26. ANY OTHER BUSINESS

25.26.1. Members did not raise any other matters for discussion.

25.27. SCHEDULE OF BUSINESS 2025-26

25.27.1. Members noted the updated schedule of business 2025-26 (Document EDI 260121H).

25.28. DATES OF FUTURE MEETINGS

22 April 2026

15 July 2026

All meetings take place between 2pm and 5pm and are held in person.