**EQUITY, DIVERSITY & INCLUSION (EDI) COMMITTEE**

**TERMS OF REFERENCE AND MEMBERSHIP (DRAFT)**

Reports to University Executive Board (UEB)

**Purpose of the committee**

To provide assurance to UEB with regard to Equity, Diversity and Inclusion (EDI) at the University, in line with internal and external frameworks and compliance requirements.

**Terms of Reference**

* To oversee the development, monitoring and review of the University’s EDI objectives and the University’s Access and Participation Plan
* To oversee the development of EDI related policies and procedures for approval by UEB
* To note and recommend to UEB changes in government legislation in relation to EDI to ensure compliance with legislation
* To identify good practice in EDI from the HE and wider public sector, and make recommendations to UEB that will ensure best practice
* To monitor key staff and student EDI data, (including comparative and time series data) in order to assure UEB that strategic priorities are progressing and being met
* To report quarterly/annually to UEB on EDI statistics and activity in relation to staff and students on relevant institutional data including but not limited to:
	+ Staffing (recruitment, pay gaps, promotion and retention, research related metrics)
	+ Student recruitment, learning and academic outcomes
	+ Campus EDI infrastructure
	+ EDI Charters commitments and progress towards new charters and covenants
* To receive feedback from Faculties and Professional Services areas on EDI related plans, actions and impact identified in the annual Business Planning Process
* To provide a forum for consultation and discussion for issues raised by the Unions, the Student’s Union and EDI networks on EDI matters
* To make recommendations to UEB about staff training and awareness raising regarding EDI
* To seek assurance that institutional risks associated with EDI are identified, managed and escalated to Risk Register as appropriate
* To submit an annual report to UEB and Senate to provide assurance on the University’s approach to EDI.

**Meeting frequency**

The Committee will meet termly.

**Membership**

(The membership needs to ensure diversity of members including demographic, ethnicity and socio-economic representation, other groups may be invited to attend at the request of the Chair)

UEB Sponsor (Chair)

Registrar

Head of Student Welfare & Well-Being

Vice President (Welfare) of the Students’ Union

Representative from People Services

Two trade union representatives (1 from Unison and 1 from UCU)

Four Academic members, one from each Faculty

One UEM

Two Professional Services representatives

By invitation: at the request of the Chair

Secretariat (TBC)