

Equality and Diversity Committee

<p>Delegated Authority and Purpose</p>	<p>Responsible on behalf of ULT to promote, develop and embed, throughout all its activities in partnership with staff, students and the wider community, BU's strategic commitment to Equality and Diversity.</p>
<p>Main Responsibilities</p>	<ol style="list-style-type: none"> 1. To be responsible for setting and driving forward the strategic direction for the University in respect of Equality and Diversity, ensuring alignment between BU2025 and Faculty/ Professional Service Implementation Plans. 2. To develop and evaluate an annual Action Plan of priorities and activities which reflects the corporate commitment to Equality and Diversity. The programme of work to support the Action Plan to be agreed before the start of each academic year and reviewed at each meeting. 3. To review BU policies in the context of legal obligations, BU2025 commitments and good practice within the post-16 sector and recommend changes to ULT. 4. To establish and monitor relevant BU2025 key performance indicators as well as objectives and recommend appropriate action to other deliberative or executive committees as necessary. 5. To monitor the equality impact of BU policies, events and associated procedures for key equality strands, support involvement where appropriate, and make recommendations to other University committees as necessary. 6. To advise relevant University committees on policy matters and practices related to EDC. 7. To receive reports on EDC activities from Faculties, Professional Services, Students' Union and Equality Interest Groups such as Athena SWAN and Race charter 8. To agree and oversee the establishment of project groups, as required, and to discuss and approve a programme of work on specific areas of Equality and Diversity.
<p>Engagement and Participation</p>	<p>Subject to considerations of confidentiality and, where appropriate, approval of communications plans by ULT:</p> <ul style="list-style-type: none"> • It is the responsibility of the Committee to consider and plan for appropriate communication of its work. • It is the responsibility of the Committee and its members to ensure engagement with stakeholders from across BU to support the responsibilities of the Committee and in particular with: <ul style="list-style-type: none"> • Faculty and Senate committees as appropriate • the Access, Excellence and Impact Committee • the Estates Development Committee • the Digitalised University and IT Development Committee • Fusion Learning Steering Group

Duration	Permanent
Chair	Associate Director of Human Resources
Deputy Chair	Executive Dean/ Deputy Dean*
Support	To be provided by the Equality and Diversity Service which will take responsibility for taking and publishing the minutes, organising the agenda and overseeing the completion of actions in partnership with EDC members.
Membership	<ol style="list-style-type: none"> 1. Equality and Diversity Adviser, Organisational Development 2. Associate Director of Human Resources, Human Resources 3. The University Chaplain or a nominee 4. Chief Operating Officer or nominated representative 5. Head of Health, Safety and Wellbeing 6. Two senior academic representatives from Faculties* 7. Two professional services representatives* 8. Representative from the Communications Team 9. Equality and Diversity representative from UCU 10. Equality and Diversity representative from UNISON 11. One representative from Students' Union staff 12. One representative from Students' Union sabbatical posts (to include: Vice-President for Welfare and Equal Opportunities). 13. Two representatives from staff Equality Interest Groups (Multicultural, Disability, Lesbian, Gay, Bisexual and Transgender). 14. Head of Regional Community Partnerships 15. Chair/Deputy Chair of the Race Equality Charter Self-Assessment Team 16. Chair/Deputy Chair of the Athena SWAN charter self-Assessment Team <p>The Chair may invite others to attend as appropriate.</p> <p>Substitutes may attend with the agreement of the Chair</p> <p>*If professional services or academic representatives are included, they have a dual role – to contribute knowledge and expertise from their service or Faculty, but also to seek input and feedback, and share outcomes, where appropriate, on matters dealt with at the committee/group which potentially impact other professional services or Faculties. This is subject to confidentiality as determined by the committee/group as described under the Engagement and Participation section above.</p>
Quorum	50% + 1
Frequency	Four per year
Reporting Line	<p>Reports to ULT</p> <p>To provide a short update to ULT following each meeting to address decisions made, matters requiring ULT decision or approval and reporting on progress</p> <p>Also responsible for:</p> <ul style="list-style-type: none"> • The annual EDC report, which will be presented to and approved by the chief Operating officer who will present it to ULT and the relevant Board Committee.
Records of meetings	Minutes will be prepared and will be available here

	https://newintranetsp.bournemouth.ac.uk/Committees/default.aspx
Sub-committees	<p>The Athena SWAN institutional self-assessment team is an established sub-group of EDC.</p> <p>The Race charter institutional self-assessment team is an established sub-group of EDC.</p> <p>The Equal Pay Review working group is an established sub-group of EDC.</p> <p>Working of EDC is supported by various sub-committees and other short-term projects groups as necessary.</p>
Publication of papers	Meeting papers are not routinely published
Notes	ToR and membership to be reviewed annually

Committee use only:

Committee approval date:		Version number:	
ULT approval date:		Notes:	
Date of last review	December 2018	Due for review:	September 2019