

## Equality, Diversity and Inclusion (EDI) Committee Terms of Reference

### 1. Membership:

<b>Chair &amp; Co-ordinator:</b>	<p>Matt Gower</p> <p>Lisa Alkins</p> <p>Mark Birkitt</p> <p>Lucy Cosgriff</p> <p>Ben Craig</p> <p>Astra Drakeley</p> <p>Tracey Duffy</p> <p>Peter Greenall</p> <p>Sarah Houghton</p> <p>Emily Jewell</p> <p>Connor Jewiss</p> <p>Jo Johnson</p> <p>Nicola McCleave</p> <p>Anne McKay</p> <p>Luci Newell</p> <p>Cath Pilsbury</p> <p>Susan Poole</p> <p>Jack Price</p> <p>Jackie Schillinger</p> <p>Paul Spearritt</p> <p>Julie Sizer</p> <p>Liz Watts</p> <p>Wendy Watson</p> <p>Louise Woodman</p>	<ul style="list-style-type: none"> <li>- Assistant Principal - Quality &amp; LS</li> <li>- Teaching and Learning</li> <li>- Head of Student Services</li> <li>- Curriculum</li> <li>- Digital and Process Coordinator</li> <li>- Attendance &amp; Retention Officer, Student Services</li> <li>- Head of MIS</li> <li>- Dean of HE</li> <li>- Assistant Principal - Curriculum</li> <li>- Be Ready Lead and Quality and Standards Coach</li> <li>- EDI Student Association Representative</li> <li>- Head of Inclusive Learning and Resources</li> <li>- Head of Wellbeing, Pastoral Care &amp; Careers</li> <li>- Manager of Quality Improvement</li> <li>- Student President</li> <li>- Staff Partnership Forum Representative</li> <li>- L&amp;D Business Partner</li> <li>- Reaseheath Training Manager</li> <li>- Clerk to the Corporation</li> <li>- Assistant Principal - Curriculum</li> <li>- Apprenticeships Manager DART</li> <li>- Head of Marketing &amp; Communications</li> <li>- Quality and Standards Manager</li> <li>- Director of Human Resources</li> </ul>
<b>In attendance:</b>	<p>Marcus Clinton</p> <p>Karol Bailey</p>	<ul style="list-style-type: none"> <li>- Principal</li> <li>- College Governor</li> </ul>

The quorum for meetings will be 5 members, to include the Chair or their nominated deputy.

Members of the wider college community, service users, community groups, and voluntary and other partner organisations may be invited to the EDI Committee meetings as appropriate.

### 2. Purpose and Aim

To progress equality, diversity and inclusion related issues and promote best practice throughout the College for staff, learners and other users of the College services.

### 3. Frequency of the EDI Committee Meetings

The EDI Committee will meet on a quarterly basis.

#### **4. Communication**

Matters arising from the EDI Committee will be shared with the Wellbeing Committee and Staff Partnership Forum and the minutes will be published on SharePoint. Upon request, a copy of the minutes will also be made available to members of the general public.

Separately copies will be available in alternative formats upon request.

#### **5. Review of Terms of Reference and Composition of the Group**

Membership of the EDI Committee will be reviewed together with the Terms of Reference annually at the first meeting of the academic year.

#### **6. EDI Committee Terms of Reference**

The specific terms of reference of the EDI Committee will be measured by the attainment of the College EDI Objectives, compliance with the specific and general duties of the Equality Act 2010.

The EDI Committee objectives are to:

- To advise the Principal on the implications of national legislation, guidelines and codes of practice designed to eliminate discrimination and to promote equality of opportunity for all regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation, and transgender status for the College's policies, plans and practices in relation to staff, learners and the wider community.
- Formulate and provide advice and action on policies and procedures for the promotion of equality, diversity and inclusion across the College.
- Identify, share and promote equality, diversity and inclusion best practice thereby developing an environment which encourages the elimination of unlawful discrimination, harassment and victimisation and which fosters good relations.
- Identify and engage with external stakeholders and voluntary/community groups as appropriate to ensure that the College remains informed of all current diversity issues and the College amenities and services are reflective of user needs.
- Oversee the development, implementation, monitoring and review of equality, diversity and inclusion policies, strategies and action plans, listening and responding to views and information received in respect of equality, diversity and inclusion issues.
- Develop and monitor the implementation of the EDI Action Plan and College EDI Objectives and receive termly reports on progress made on their delivery.
- Review annually the College's effectiveness and progress in the promotion of equal opportunities issues including the use of relevant key performance indicators and/or benchmarking.

- Promote and develop a close working relationship with the Staff Partnership Forum, Student Services and the College Community.
- To ensure that the appropriate equality, diversity and inclusion training and development is provided and accessible to all staff, students and others associated with the College.