

## **Equality, Diversity and Inclusion (EDI) Committee**

### **Terms of Reference**

#### **1. Membership**

**Chair & Co-ordinator:** Executive Director of People and Culture  
EDI Link College Governor  
Staff Voice Representative  
Staff Representatives  
Student Representatives  
Assistant Principal, Performance and Progress

**Optional attendance:** Vice Principal, Finance & Resources

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 develop, progress and embed an inclusive culture and promote best practice throughout the College for staff, learners and other users of College services.
- To provide strategic oversight and direction, review and monitoring of the College's approach to equality, diversity and inclusion.

#### **3. Frequency of the EDI Committee Meetings**

The EDI Committee will meet each term.

EDI Working Groups will meet more frequently to drive progress against objectives. Progress will be reported back via the EDI Committee.

#### **4. Communication**

Matters arising from the EDI Committee will be shared with the Board of Governors, the Executive Team and Staff Voice and the minutes will be published on SharePoint.

Separate 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 Responsibilities**

- leading the college strategy, development, review and implementation of EDI and reporting progress to the Finance and General Purposes Committee (Board of Governors)
- identifying and recommending best practice in relation to EDI
- ensuring that the College remains legally compliant in relation to current UK EDI legislation
- providing guidance and advice in relation to the promotion, implementation and monitoring of policies and practices in relation to EDI
- identifying and promoting opportunities to widen participation amongst students and staff and promote education and social inclusion.
- identifying and promoting accessibility for all
- identifying and engaging with external stakeholders, community groups, sector groups and EDI experts to ensure the College remains informed of current EDI issues, shares best practice and builds an effective advisory and support network
- developing, updating and providing tailored EDI training and development opportunities and resources
- developing approaches to improve learner participation, outcomes by closing gaps and promoting opportunities for all learners.

## **7. EDI Working Groups**

In line with the Strategic Plan 4 Es, the EDI Working Groups will:

- drive progress against EDI strategy and objectives
- deliver identified workstreams from the action plan
- broaden involvement and representation across the College
- actively promote and engage with EDI initiatives