

Terms of Reference

Equality, Diversity & Inclusion Committee

Purpose

The Equality, Diversity & Inclusion Committee oversee and monitor the implementation of King's Equality, Diversity and Inclusion strategic goals. The committee reports to King's executive body, the Senior Management Team (SMT), and ensure goals they have set are met and that decisions they take are sufficiently informed in relation to equality, diversity & inclusion.

Role & Responsibilities

The Equality, Diversity & Inclusion Committee has delegated accountability for governing King's equality, diversity and inclusion strategy and ensuring these align with King's broader institutional strategy. Committee members play an important role in the College as both leaders and decision-makers. They monitor, provide scrutiny of, and evaluate King's equality, diversity & inclusion outcomes. They hold King's functions and business units to account on activity carried out by working groups/task and finish groups relating to self-assessments and action plans. Members are representative of their respective areas and expected to communicate key issues and updates acting as a key link between local community and King's governance structure. The committee will regularly report to SMT and have the authority to escalate issues to it for further action or consideration.

Objectives

The committee will:

- Oversee the implementation of King's equality, diversity & inclusion strategy, and ensure it aligns with other King's strategies.
- Engage with King's staff and students via the Community Forum to inform equality, diversity & inclusion priorities and gauge the impact of activity on staff and student experience.
- Oversee and receive regular reports from working groups including self-assessment teams.
- The Committee may convene working groups to progress business.
- Hold the EDI function, practitioners, and working groups to account for delivery of activity.
- Advise King's SMT to enable them to make evidence-based, well-informed decisions in consideration of King's equality, diversity and inclusion priorities and equality analysis framework.
- Monitor and review King's performance across a range of equality, diversity and inclusion measures.
- Commission and provide scrutiny to data, evidence and reports relating to equality, diversity, inclusion.

- Make decisions and/or recommendations regarding relevant initiatives, policies, procedures as well as resource-related equality, diversity, inclusion matters.
- Oversee and approve all equality submissions for accreditation and benchmarking.

Mode of operation

The committee meet once every term during the academic year.

Reporting structure

The committee is a subcommittee of, and reports to SMT. As and when equality, diversity & inclusion working sub-groups are formed, they will report systematically to the Equality, Diversity & Inclusion Committee. King's Equality, Diversity & Inclusion Forum will work in partnership with the Equality, Diversity & Inclusion Committee providing reports and inputs as required – either on commission from the Committee or as a result of outcomes of their agenda items.

Membership

- Chair: President and Principal
- Deputy Chairs:
 - Provost/Senior Vice President (Health)
 - Provost/Senior Vice President (Arts & Sciences)
- Academic Board representative (academic staff)
- Arts and Sciences representation x 2 (academic staff)
- Health Faculties representation x 2 (academic staff)
- Professional Services leadership
- Functional Leads for:
 - Estates and Facilities
 - External Relations Directorate
 - Finance & Planning
 - Health & Safety
 - Human Resources
 - Information Technology
 - Procurement Strategy & Services
 - Research Management & Innovation
 - Strategy, Planning and Analytics
 - Students, Education Directorate
- Thematic VPs x 2
- Chaplaincy
- Equality, Diversity & Inclusion Community Forum Co-Chair (Director of EDI)
- Student representation x 2

All committee members and operational support staff must complete suitable Equality, Diversity & Inclusion training.

Monitoring and Review

The committee's Terms of Reference will be reviewed every 2 years by the Equality, Diversity & Inclusion team.