

PEOPLE COMMITTEE

Terms of Reference and Composition 2020/21

To consider, advise and provide assurance to Council on the University's approach to the following areas:

Equality, Diversity and Inclusion

1. Oversight of delivery of the University Equality, Diversity and Inclusion Strategy and associated actions plans
2. Compliance with the Equality Act and Public Sector Equality Duty
3. Equality Diversity and Inclusion matters impacting on the staff and/or student experience
4. Equality Diversity and Inclusion charter marks and accreditations

People (Staff and Students)

5. Oversight of delivery of the University People Strategy and associated actions plans
6. Compliance with employment legislation and regulatory requirements
7. Strategic human resource and organisational development issues across the University
8. Key employment issues, both local and national

Health, Safety and Wellbeing

9. Health, safety and wellbeing of staff, students and visitors
10. Compliance with Health and Safety legislation, regulatory requirements and best practice standards
11. Other matters affecting the wellbeing or effectiveness of staff and students outside the remit of another Council committee
12. Any emerging health and safety matters

Composition

Members

No fewer than four lay Council members (one of whom will be Chair)

Vice-Chancellor

Student member of Council

Staff member of Council

In attendance

University Secretary

Director of People and Campus Services

Strategic Advisor for Equality, Diversity, and Inclusion

Head of Health, Safety and Wellbeing

Committee Secretary (Governance Team)

The Committee should meet no less than four times per academic year

Quorum

A quorum comprises at least 50% of the members of the Committee, with a majority of lay Council members, including the Chair or the Chair's nominee.

Name	Position	End of Office
Members		
Sally Neocosmos (Chair) Shahnaz Ali Mike Bell Michael Ziff	Four lay members of Council, one of whom will be Chair	2023 2021 Jan 2021 2022
Professor Shirley Congdon	Vice-Chancellor	N/A
Joanne Beaumont	Staff Member of Council	Jan 2021
Abdulraouf Abdussalam	UBU Sabbatical Officer	2021
In Attendance		
Riley Power	University Secretary	N/A
Joanne Marshall	Director of People and Campus Services	N/A
Professor Udy Archibong	Strategic Advisor for EDI	N/A
Gary McFarlane	Associate Director of People and Campus Services	N/A
Steve Wiggins	Head of Health Safety and Wellbeing	N/A
Katherine Wass	Governance and Projects Officer	N/A

Meeting Dates

Date	Venue	Time
Tuesday 10 November 2020	Microsoft Teams	1400-1600
Tuesday 9 February 2021	TBC	1400-1600
Tuesday 20 April 2021	TBC	1400-1600
Tuesday 15 June 2021	TBC	1400-1600