CONSTITUTION:
COLLEGE / CORPORATE SERVICES
EQUALITY AND DIVERSITY COMMITTEE

Terms of Reference:

To be responsible to Equality and Diversity Committee for:

(a) Identifying equalities issues within the College/Corporate Services and recommending appropriate action for the College/Corporate Services in areas pertaining to equal opportunities.
(b) Identifying equalities issues within the University for attention and action by the University Equality and Diversity Committee.
(c) To consider and record the potential equal opportunity impacts on decisions made by the Committee (in accordance with the ‘due regard’ provisions of the Equality Act 2010.).

To ensure that the college is advancing equalities by:

(a) monitoring the implementation of equal opportunities policies and activities, including the regular review of relevant data;
(b) Sharing and cascading information and good practice across departments/divisions;
(c) Identifying and addressing any issues arising that relate to equalities across/within the College/Corporate Services;
(d) Ensure that corporate equalities practices and processes that are deployed by departments/divisions are consistent across the College/Corporate Services;
(e) Promoting equalities in the College/Corporate Services and ensuring their approach to its management of staff and provision of service to students reflects and supports actions and statements contained in the University’s Equal Opportunities Policy;
(f) Keep an overview of departmental/divisional practices, policies and processes from an equalities perspective;
(g) Support the process of ensuring due regard for policies created in the College/Corporate Services and in terms of the application of University-wide policies;
(h) Make recommendations to the Head of College/Corporate Services on internal practices from an equalities perspective;
(i) Analyse and identify issues arising from trends or gaps highlighted by equalities monitoring data;
(j) Setting up such sub-committees or working groups from time to time as may be appropriate.

Membership:

(a) College/Corporate Services Equality and Diversity Committee Chair, appointed by the Head of College/Corporate Services.
(b) Departmental Equality Officers (DEO) from each department of the College/division of Corporate Services, appointed by the Head of Department.
(c) Representative of the Students’ Union (Experience Officer/Liberation Officer

In attendance

The Equalities Adviser

Reports to: Equality and Diversity Committee

Secretariat: College/Corporate Services Office