



Equality, Diversity and Inclusion Monitoring Group

Terms of Reference

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Document title (include version number if amended within same year as approved)	Equality, Diversity and Inclusion Monitoring Group Terms of Reference
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Related statutes or regulations	
Related policies/procedures/guidance/forms	Diversity and Equal Opportunities Policy
Staff member responsible for update	Chair of EDI Monitoring Group

Amendment History

Version	Revision Summary	Date Approved	Author
017/21	Complete re-write and name change	25/3/21	PM



Equality, Diversity and Inclusion Monitoring Group

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Objectives

1. To work towards fulfilment of the College's Vision, Mission and Objectives by having oversight of equality, diversity and inclusion in the College community.

Responsibilities

2. The Equality, Diversity and Inclusion Monitoring Group is an Advisory Committee of the Board of Governors with responsibility:
 - To report to the Board of Governors on progress towards the fulfilment of the College's statutory obligations¹ and good practice in higher education in respect of equality, diversity and inclusion.
 - To promote Equality, Diversity and Inclusion at every level of the College.
 - To monitor and review the delivery of the College's Equality, Diversity and Inclusion policy, ensuring that objectives and associated action plans are implemented and effective.
 - To consider reports from the Learning Support Committee and relevant Minutes of the Access and Participation Plan Monitoring Group.
 - To advise and consult with other College governance bodies on matters related to equality, diversity and inclusion.
 - To share good practice with other external bodies, on matters related to equality, diversity and inclusion.
3. Recommendations made by the group must be sent to the Senior Management Team prior to any action being taken, so that resource and management implications can be assessed.

Reporting

4. The Group will circulate minutes of its meetings to the Board of Governors, and the Chair of the Group will present a report of the work of the group to the Governors twice a year.

Membership

5. The Group will comprise:
 - A Governor as Chair
 - The Principal

¹ The Equality Act 2010.

- The Chief Operating Officer
- The Vice Principal Academic Director
- One College Disability Officer
- Chair of the Learning Support Committee
- Two external members
- At least one and not more than three student representatives

Meetings

6. The Group will meet at least twice a year.
7. The Minutes of the Group will constitute a formal record of its meetings and decisions.
8. The Chair, or nominated deputy, the Principal or Chief Operating Officer, Learning Support Committee Chair, and either one external member or a student will constitute a quorum.
9. There are no subcommittees of the Equality Diversity and Inclusion Monitoring Group.