



Equality, Diversity, and Inclusion Steering Group

Terms of reference

Purpose

The Equality, Diversity, and Inclusion Steering Group reports to the People and Culture Executive Group, which is a sub-group of UET. It provides senior leadership to oversee the development and effective delivery of the EDI related action plans, including the formation of time-limited charter teams, and appropriate involvement of staff networks and other key stakeholders. It will ensure local ownership of EDI actions, monitoring impact and avoiding duplication (via close working with other key stakeholders including the *Student Success Steering Group* which has oversight for student related EDI work). It also visibly champions EDI matters across the institution.

Terms of reference

1. To support and facilitate the university's compliance with the Equality Act 2010 and the general and specific Public Sector Equality Duties including supporting assurance that due regard and sustained evidence and intelligence is recorded and reported to monitor progress and inform activity.
2. To advise the People and Culture Executive Group on the priority activities at ARU for - staff equality, diversity, and inclusion objectives, policies, procedures, training and action plans, including their development, implementation, and review.
3. To engage on a regular and frequent basis with both internal and external professional experts to keep up to date with the latest practice and thinking, and to inform and support impactful professional activities across ARU which result in a positive culture to further embed EDI across the University.
4. To hold and be responsible for the development, management and delivery of staff focused EDI action plans by expert project teams (plus coordination with Student Success Steering Group/Education Committee on student facing actions) including appropriate risk management and mitigations as necessary.
5. Develop draft documentation, proposals and other ideas for enhancements for consideration or decision by the People and Culture Executive Group or, where appropriate (e.g., new policy development, significant financial implications) by full UET.

6. To ensure University-wide support and engagement for an active and progressive culture of staff-focused EDI activities, such as the Staff Inclusion Networks, Conscious Inclusion training, EDI Pulse Survey, induction and PCDR, etc.
7. To oversee the initiation, delivery, and decommissioning and time limited charter teams.
8. To be proactive in the communication and advocacy for the institutional commitment to Athena Swan and Race Equality Charters, as well as other external recognition awards (e.g., Stonewall, Disability Confident Employer), including convening and receiving regular progress reports from Charter Teams. NB: Charter Teams may have periods of inactivity or limited activity.
9. To provide regular progress reports to the University's People and Culture Executive Group to ensure compliance with Charter Mark and external recognition award requirements. This will also provide assurance and clarity on progress, activities, and staff's overall engagement with the EDI agenda.
10. To provide and receive regular update reports to the Student Success Steering Group to further support a joined-up and holistic approach to EDI work for both staff and students.
11. To ensure that active consultation on the university's EDI activity takes place with staff networks, relevant trade unions and feedback is taken into account during decision-making processes.
12. To ensure the People and Culture Executive Group are apprised of key issues and risks within the scope of the EDIG, Quarterly updates will be provided to the People and Culture Executive Group.

Membership

- Equality, Diversity and Inclusion steering Group Chair
- Head of Equality, Diversity, and Inclusion (Staff)
- Head of Diversity and Cultural Change
- Marketing and Communications Manager
- Staff Network Chairs (1 Chair per Network per meeting)
- A nominated representative from academic, technical, and professional services staff
- ARU Peterborough Representative
- Unison Representative
- UCU Representative
- Chaplaincy representative
- Other members of staff by invitation (e.g., Time limited Charter Team leads)

Observer

- Board of Governors EDI Champion

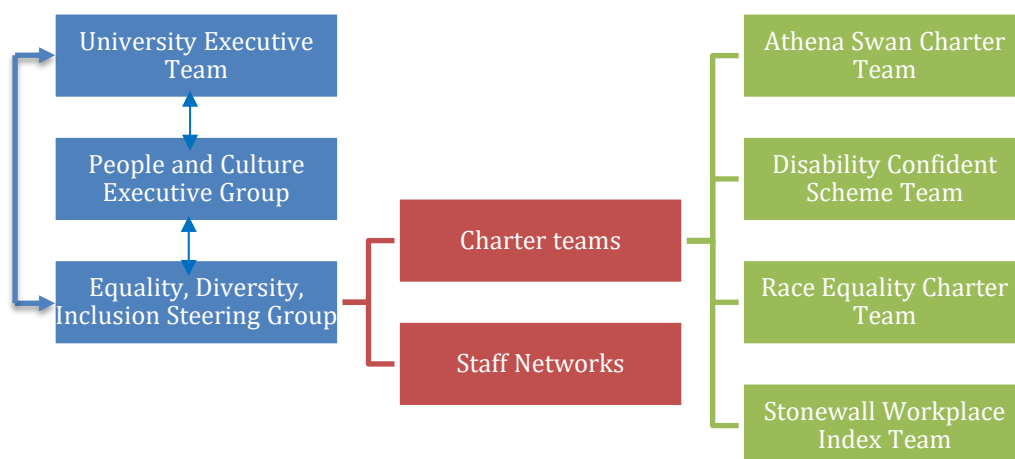
Ex Officio

- Deputy Vice-Chancellor (Research & Innovation)
- Deputy Vice-Chancellor (Education)
- Co-Chairs of People and Culture Executive Group

Ways of Working: Regular workshops to develop and make progress on EDI priorities; engaging and communicating with others to help develop and embed EDI activities across ARU; facilitate a whole university culture of volunteering to lead on EDI priorities.

Meeting frequency: Quarterly

Reporting structure



Dotted line reporting from EDI Steering Group to Student Success Steering Group.