PEOPLE COMMITTEE

TERMS OF REFERENCE

Purpose

The People Committee is a sub-committee of Council whose purpose is to provide assurance to Council on matters relating to the University's People and Culture strategy, people-related risks, equality, diversity and inclusion, people-related policy and processes, and to ensure the University is managing its people effectively and appropriately and in such a way that contributes to improving overall organisational performance.

Remit

The responsibilities of the Committee will be to:

1. Provide assurance to Council that the University has an appropriate strategy for its people and culture to support the overall University Plan and that the strategy is being implemented
2. Provide assurance to Council regarding the mitigation of significant people-related risks and critical aspects of performance through the monitoring of KPIs and by receiving relevant reports
3. Providing assurance to Council that the University has a comprehensive framework of people policies and practices in place, and that appropriate actions are taken to ensure those policies and practices are regularly reviewed, updated and adhered to.
4. Provide assurance to Council that the University has a strategy and appropriate policies, practices and systems in place to adequately meet its public sector duties in respect of equality, diversity and inclusion for both staff and students, and that the conduct of the University's activities is consistent with the values of respect, diversity and inclusion.
5. Consider any organisation change proposals forwarded by the Vice-Chancellor & President to consider whether the case for organisational change has been made and that redundancies of the scale proposed are appropriate to effect such a change.

Membership

The Committee shall comprise up to seven members, including four lay members of Council, one of whom should act as Chair and one as Deputy Chair, as follows:

- One lay member of Council who is also on Remuneration Committee
- Three other lay members of Council
- One external advisor
- One staff member of Council
- One student member of Council
- The Director of Human Resources & Organisational Development (ex officio)
- Executive Group representative with responsibility for EDI - DVC Strategy & Performance
- Other members of EG, senior University management and senior members of the HR&OD Directorate may be invited to attend as considered necessary by the Chair.

The Secretary to Council (or nominee) will act as Secretary.

The Committee shall be quorate when four or more of its members are present, to include the Chair or Deputy Chair.

Frequency of meetings

The People Committee shall meet at least three times each year.

Governance

The People Committee will report to Council. Reporting will take the form of an Annual Report.

The University's EDI Steering Group will report to this Committee.

SHM - 10.10.2024

JC – 10.09.2025