

# People, Organisational Development and Equalities Committee – Terms of Reference

2023-24

## Parent body

Council

## Purpose

The Committee is responsible for the overall oversight of the College's People and Equalities matters.

Through its discussions and decision-making, it will ensure Council is informed and meets its commitment to achieving best practice in all people matters and equality and diversity throughout the College.

## Terms of reference

### Authority

The Committee has delegated authority from Council to:

- a) Receive and review the strategic People Plan.
- b) Receive, review and approve people management policies and procedures.
- c) Monitor the effectiveness of the People and Organisational Directorate.

### Duties

1. To review the College's people management and equality and diversity strategies and to recommend changes to Council.
2. To approve people and equalities KPIs to inform the College's strategic plan and to monitor performance against associated targets annually.
3. To receive and approve the development of policies relating to human resources.
4. To receive regular reports on the profile of Goldsmiths staff, recruitment and attrition (voluntary and involuntary) with EIAs as appropriate.
5. To monitor the progress and implementation of the College EDI strategy and report on progress to Council.

## Meetings

- a) Terms of office shall be for three years, renewable for three further years.
- b) Members shall receive an induction to working on the committee before attending the first meeting.
- c) The committee shall have three meetings every year, which will be timetabled on an annual basis and will take account of the schedule for Council meetings to ensure appropriate reporting.
- d) The minutes, agendas and papers for each meeting shall be sent to members at least five working days in advance. Only exceptionally and with the agreement of the Chair will papers be tabled at meetings.
- e) The quorum shall consist of 30% of the total membership, of which at least two shall be independent members.

## Reporting

The Committee regularly reports to Council by circulating the minutes of each meeting and by producing periodic reports regarding the delivery of targets set out in the People and Equalities strategies.

## Members

Composition	Member	Term
An independent Chair appointed by Council	Dr Ronke Akerele	to 2026
Chief Operating /Finance Officer	Imran Chughtai	ex officio
Director, People and Organisational Development	Susan Edwards	ex officio
Head of Equity, Diversity and Inclusion	Waqar Ali	ex officio
Head of Organisational Development	Angela Tsui Shang Wong	ex officio
School of Arts and Humanities	Louise Ashcroft [Art]	to 2026 *
School of PSST	Vacancy	
School of Culture and Society	Dr Henricke Donner [Anthropology]	to 2024

<b>Composition</b>	<b>Member</b>	<b>Term</b>
Head of a Professional Services department	vacancy	
SU President	Victoria Chwa	Ex officio
A sabbatical officer of the Students' Union, or, in default, a delegate with the approval of the Committee	Nour Matar	Ex officio
Two independent Members appointed by Council	Irene Adeyinka	to 2026
	Mark Emerton	to 2025
Independent Member, Co-opted by Council	vacancy	
Elected member of staff, or by invite of the Warden	Dr Ashok Jansari	to 2026
One nominated member of staff per recognised staff union (As of 2020, UCU and Unison)	Ali Eisa (UCU)	
	Maria Wright (UNISON)	
Secretary	Silva Panattoni	

eot – end of term

## **VERSION CONTROL**

Full revision of ToR	September 2023	Governance Secretariat
Approval	20 September 2023	Nominations and Governance Committee
Approved	4 October 2023	Council
Updated membership	14 November 2023	Governance Secretariat
Updated membership	11 December 2023	Governance Secretariat