



EQUALITY, DIVERSITY & INCLUSION COMMITTEE

TERMS OF REFERENCE

PARENT BODY: People Committee/Senate/SLT

PURPOSE: The Equality, Diversity & Inclusion (EDI) Committee oversees LSHTM's strategic planning and implementation on all matters relating to equality, diversity and inclusion; informed by best practice and supporting achievement of LSHTM's values as set out in LSHTM's strategic plan and LSHTM's EDI policies. It provides a mechanism and governance structure for LSHTM to ensure there is an integrated and proactive approach to EDI through overseeing development and implementation of EDI activities.

The EDI committee will advise, challenge and make recommendations to the Senior Leadership Team, People Committee and Senate to ensure LSHTM strategic plans take account of diversity and inclusion as well as its public sector equality duties, particularly where limited progress has been identified.

1. EDI Strategy and objectives

- 1.1. To develop and review LSHTM's EDI strategy and policy, to drive and oversee LSHTM's commitment to and progress on its delivery and making appropriate recommendations to SLT, People Committee and Senate.
- 1.2. To ensure that strategy and policies relating to EDI are up to date, implemented and communicated across LSHTM.
- 1.3. To support and engage with the EDI networks, supporting them to be an effective channel of communication for staff and student voice in relation to EDI issues.

2. Legislation and Compliance

- 2.1. To monitor and report on LSHTM's compliance with EDI legislation (i.e. Equality Act 2010).
- 2.2. To prepare and review LSHTM's annual information reporting of relevance to EDI (e.g. Gender Pay Gap Report, EDI Annual Report) and to inform reviews and development of EDI strategy.

3. Charters

- 3.1. To receive reports on LSHTM's relevant charter mark activities at institutional level (e.g. Athena SWAN) and provide a mechanism for reporting to SLT, People Committee and Senate, ensuring institutional support and progress.

4. Communication and Reporting

- 4.1 To receive and deliver reports and updates to Senate, Council and SLT as required, including an annual report.



- 4.2 To receive and consider reports from EDI sub-committees and other relevant committees in relation to progressing equality, diversity and inclusion.
- 4.3 To make recommendations for sharing best practice across LSHTM to encourage an active commitment to inclusive practices by staff and students.
- 4.4 To oversee effective implementation of an EDI communications plan to ensure awareness of EDI values, aspirations and progress is communicated across the LSHTM community.

5. Data

- 5.1 To oversee and ensure the necessary data are available to provide an evidence-based and data-driven approach to EDI.

6. Committee evaluation

- 6.1. To review the Committee's effectiveness and the suitability of its terms of reference annually.

COMPOSITION:

Membership:

- Deputy Director and Provost (ex-officio) who will be the Chair of the Committee
- Secretary and Registrar (ex-officio)
- EDI Manager (ex-officio)
- HR EDI Lead (ex-officio)
- EDI network leads
 - LGBTQ+ Network
 - Disability Network
 - Decolonising Global Health group representative
- Associate Dean (Student Experience)
- Institutional Athena SWAN Working Group Chair
- Faculty EDI committee/Unit representatives
- Central Professional Service representatives
- Internal Communications and Engagement representative
- Student representatives (Taught and Research)
- Trade Union representatives
- Additional Staff representatives as needed to ensure a balanced committee
- One co-opted member: SLT Co-Focal

MODE OF OPERATION:

The EDI Committee meets at least four times per year.

The quorum is 50% of members.