

# PEOPLE COMMITTEE

TERMS OF REFERENCE – APPROVED BY THE BOARD 17 July 2023

## 1. PURPOSE

- a) To advise the Governing Body on all matters relating to the recruitment and development of staff and to their pay and conditions of employment
- b) To ensure that the College, as an employer, consistently promotes equality, diversity and inclusion

- i) To establish and keep under review a policy to take forward the College's commitment to equality, diversity and inclusion (ED&I) in all areas of its work
- j) To propose for the approval of the Board an annual action plan to advance ED&I and monitor its implementation

### 3. MEMBERSHIP

- a) The Committee will comprise a minimum of six and a maximum of eight members of the Governing Body including the Principal and two Staff Governors.
- b) The Governing Body may appoint additional members with specific experience as it thinks appropriate. Additional members need not be members of the Governing Body.
- c) No meeting of the Committee will be quorate unless:
  - i. at least three members are present;
  - ii. at least 40 per cent of members are present; and
  - iii. members of the Governing Body constitute a majority of the members present.

### 4. OFFICERS OF THE COW 1.-C /LBody <</MMC /LBody <</M(S)-4.1 -(e )]TJe.002 Tw 0.78.