University of Wolverhampton

**Equality and Diversity Operational Group**

Equality and Diversity Operational Group Terms of Reference

**Chair:** University Secretary

**Membership:** Dean of Students

Director of Human Resources

Director of Estates and Facilities

Director of External Relations

Head of Equality and Diversity

Associate Dean or Equality & Diversity Lead from each Academic Faculty

Representatives of LGBT, BME and Disabled Staff

Representatives of LGBT, BME and Disabled Students

A representative from the Students’ Union Executive

A Students’ Union Staff Member with responsibility for Equality and Diversity

A representative from UCU

A representative from Unison

Remit:

The Equality and Diversity Operational Group is a working group that brings together colleagues across the University of Wolverhampton to support the delivery of the institution’s Equality and Diversity Policy and related Equality Objectives. The Equality and Diversity Operational Group will provide information, advice and guidance to the Board of Governors through the University Equality and Diversity Committee.

Responsibilities

1. To share of best practice and discuss issues related to Equality and Diversity
	1. Receive updates from representatives of BME, Disabled and LGBT staff and students about the work of their networks, and any issues their constituents have encountered
	2. Receive updates from representatives of Faculties and Directorates about successful initiatives they have delivered, and any challenges they have encountered
	3. Receive updates from the Equality and Diversity Unit about their work, relevant demographic trends within the University of Wolverhampton, and examples of best practice from external organisations.
2. Enhance the delivery of Equality and Diversity initiatives across the University of Wolverhampton

* 1. Identifying opportunities for joint working across Faculties, Directorates and partner organisations
	2. Identifying opportunities to address the training and development needs of staff and students
	3. Identifying opportunities to raise awareness of the work of the Operational Group and other practitioners within the University of Wolverhampton and wider community
1. To help ensure that the University of Wolverhampton meets its targets in the field of Equality and Diversity as outlined in the Equality Objectives linked to the Strategic Plan.

**Outcomes**

1. Support the work of the University of Wolverhampton to ensure that its staff and students are not disadvantaged within the University due to their age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership status, and pregnancy and maternity status.
2. Review of policies and procedures relevant to Equality and Diversity, and the development of proposals for necessary updates.
3. Greater awareness and wider adoption of best practice in the field of Equality and Diversity amongst Faculties and Directorates
4. Introduction of new Equality and Diversity initiatives
5. Bi-Annual report to the University Equality and Diversity Committee identifying Equality and Diversity work carried out across the University and outlining planned future initiatives.
6. Support the University of Wolverhampton’s compliance with its duties under the Equality Act 2010, and fulfilment of its wider commitments to Equality and Diversity.
7. Review the Equality and Diversity Operational Group Terms of Reference on an annual basis.

**Frequency:** Termly (and more often as action requires)

**Quorum:** 50%

**Reports To:** University Equality and Diversity Committee/CMT as required

**Reports From:**  Faculty Boards, LGBT Staff Network, BME Staff Network, Disabled Staff Network, Students’ Union, University Equality and Diversity Committee, Equality and Diversity Unit, Director of HR, Dean of Students, Director of Facilities and Estates, Director of External Relations

**Overarching Policy Drivers:** Policy Statements on Equality and Diversity (2017 – 2022), Equality Objectives (2016 – 2021), Strategic Plan (2016 – 2021)