

## **Inclusion & Diversity Committee Terms of Reference**

### **1. Core Terms of Reference**

- 1.1 The Core Terms of Reference for Council Governance Committees are incorporated into these Terms of Reference, but with the following additional provisions and variations:
- (a) Including the Chair, the Committee shall comprise at least five and no more than ten members. Of those members, at least two will be trustees.
  - (b) Members shall be appointed for a period of 3 years non-renewable.
  - (c) Members of the Executive and the Head of Equality, Diversity and Inclusion (EDI) will attend ex officio.

### **2. Duties and Powers**

- 2.1 The Committee shall be responsible for reviewing, monitoring and reporting of inclusion and diversity work to Council and the membership as part of IOP's work to implement the strategy, helping to ensure that inclusion and diversity initiatives are following best practice, are meaningful and measurable, and that impact is widely reported.
- 2.2 The Committee shall carry out the duties below for the IOP and is authorised by Council to do so without the need for further confirmation.
- 2.3 The Committee shall:
- (a) champion the importance of inclusion to the membership;
  - (b) provide advice and guidance on inclusion and diversity related issues of relevance to the membership;
  - (c) provide robust and supportive challenge and scrutiny of the inclusive nature of member engagement;
  - (d) provide an analysis of the insights data on the diversity of the membership, particularly in respect of under-represented groups;
  - (e) help identify any areas where inclusion and diversity efforts of the membership need improving and advise on ways that might be achieved;
  - (f) review evidence of I & D initiatives and advise on learnings; and
  - (g) provide advice on achieving diversity of nominations and award applications, grants and bursaries.
- 2.4 The Chair of the Committee will be the Representative to Council for Inclusion and Diversity, appointed by Council, and will attend up to two Council meetings per year to advise on impact.