

LASE Equity, Diversity and Inclusion (EDI) Board

1. Constitution

- 1.1. The Vice-Chancellor and Chief Executive Officer has established an Equity, Diversity and Inclusion (EDI) Board, which reports to Vice-Chancellor's Executive (VCE) and also provides regular updates to the People Board;
- 1.2. The EDI Board will liaise on EDI matters with those committees responsible for implementing the University Group's sub-strategies and the Transformation and Strategy Board. The University Group's strategy will have EDI at its core;
- 1.3. The EDI Board works in conjunction with the People Board which oversees implementation of LASE's People Strategy. It supports the Education Strategy Board on matters relevant to the EDI Board such as eliminating awarding differences and Access and Participation (APP).

2. Scope

- 2.1. The EDI Board will provide leadership, strategic direction and oversight of equity, diversity and inclusion across the University Group;
- 2.2. The EDI Board will champion equity in representation, pay, experience, culture and environment to ensure that our people reflect the diversity of our students and communities with a view to being seen as sector leading in EDI;
- 2.3. The EDI Board will oversee the development, monitoring and delivery of an EDI Strategic Action Plan for the University Group;
- 2.4. The EDI Board will oversee the University Group's EDI programme to deliver sector-leading EDI activities. This includes overseeing the implementation of the University Group's EDI accreditations, including the Race Equality Action Plan, Stonewall Workplace Equality Index, Disability Confident, Athena Swan Charter Mark, Technicians Commitment and other accreditations;
- 2.5. The EDI Board will receive, discuss and agree proposals and initiatives that seek to promote EDI across the University Group;
- 2.6. The EDI Board will monitor the effectiveness of the University Group's arrangements for preventing harassment and sexual misconduct;
- 2.7. The EDI Board will provide a platform for sharing progress against our EDI metrics and best practice.

3. Membership

- 3.1. The membership shall be as follows:

Ex Officio

- Senior Deputy Vice-Chancellor and Deputy CEO (Chair)
- Group Chief People Officer (Vice-Chair)
- Deputy Vice-Chancellor (Research & Innovation)
- Group Chief Estates & Facilities Officer or nominee
- CEO of LASE University Group Students' Union
- Director Equality, Diversity & Inclusion (Greenwich)

- Assistant Director, Development and Inclusion (Kent)

Other members

- 4 x chairs of Staff Networks (2 from the University of Greenwich and 2 from the University of Kent)

The chairs of Staff Networks are appointed by the Chair of the Board and serve terms of one year in rotation with other chairs of Staff Networks.

- 3.2. For the EDI Board, the quorum is one third of the current membership.

4. Attendance at Meetings

- 4.1. At the discretion of the Chair, other staff who are not members of the Board may be invited to attend on an ad hoc basis for specific items where their attendance can inform and support the Board.

5. Frequency and Format of Meetings

- 5.1. The EDI Board will normally meet three times in an academic year. The Chair may call additional meetings if necessary.
- 5.2. Meetings will be held either in-person, via electronic means (e.g. online) or via a hybrid format, as determined by the Chair. The Board may also decide matters by email circulation. In between meetings of the Board, the Chair of the Board is empowered to decide matters falling within the Board's remit by chair's action; matters decided by chair's action shall be reported to the next meeting of the Board.

6. Delegated Authority

Under the University Group's Executive Delegation Framework, the Board is authorised by the Vice-Chancellor to approve:

- 6.1. Plans and projects relating to the EDI Strategic Action Plan;
- 6.2. Regularly review the risk register for the EDI Strategic Action Plan. Develop and approve action plans to take advantage of opportunities and mitigate risk;
- 6.3. Action plans to address the risks and issues where projects exceed their agreed tolerances as to time, cost, quality and benefits realisation;
- 6.4. Regulations, policies, procedures, statements and good practice relating to EDI, having consulted with People Board over any changes. Ensure adherence to legal and regulatory requirements and best practice. Major changes to regulations, policies and statements (as determined by the Chair in discussion with the Group Chief People Officer) should be referred to Vice-Chancellor's Executive (VCE) for approval.

7. Other Duties

The other duties of the Board shall be to:

- 7.1. Develop the EDI Strategic Action Plan in consultation with People Board for approval by VCE and monitor progress against the action plan;
- 7.2. Develop an annual programme of work including targets, based on the objectives of the

University Group strategy. Champion and promote reflection, excellence and innovation across all areas covered by the Board;

- 7.3. Implement the EDI programme of work and regularly monitor progress;
- 7.4. Monitor progress and performance against KPIs and other metrics, reporting progress to VCE. Ensure that the data and metrics used to monitor implementation are as robust and reliable as possible. Identify and oversee actions to improve performance;
- 7.5. Support the work of the University Group sub-strategy boards and the REF Working Group including the Code of Practice for REF submission (as they address EDI issues/priorities and ensure they receive any necessary EDI support);
- 7.6. Support the work of the Education Strategy Board on eliminating awarding differences and the Access and Participation Plan on matters relevant to the EDI Board's remit;
- 7.7. Lead and monitor the University Group's compliance with the Public Sector Equality Duty (including its general and specific duty) and the Equality Act (2010);
- 7.8. Monitor the effectiveness of the University Group's arrangements for preventing harassment and sexual misconduct. Consider anonymised statistics on ongoing and closed cases (e.g. reported via Report + Support), including any themes and lessons learnt;
- 7.9. Oversee actions to meet the Office for Students' registration condition (E6) relating to harassment and sexual misconduct, including staff and student training, policies, guidance and case reporting;
- 7.10. Support the sustainability of staff equality network communities to support changes that respond to the needs and expectations of our people;
- 7.11. Oversee the University Group's EDI accreditation programmes. Lead the EDI Charter initiatives and achieve high accreditation standards (e.g. Technicians Commitment, Athena Swan, Disability Confident, Race Equality and Stonewall Workplace Equality Index);
- 7.12. Work towards eliminating all pay gaps. Recommend the Gender, Disability, Ethnicity and Sexual Orientation Pay Gap report to VCE for subsequent consideration and approval by People and Nominations Committee and the Board of Governors;
- 7.13. Recommend the EDI Annual Report to VCE for subsequent consideration and approval by People and Nominations Committee and the Board of Governors;
- 7.14. Monitor progress in embedding EDI in the culture of the University Group, promoting an inclusive and supportive environment for all individuals to reach their full potential;
- 7.15. Regularly scan the Higher Education sector and other organisations for best practice and innovation in EDI, which is worth considering for implementation; and
- 7.16. Have particular regard to the importance of freedom of speech and academic freedom in the Board's business, acting in accordance with the commitments in the University Group's Freedom of Speech Code(s) of Practice.

8. Reporting Procedures

- 8.1. The EDI Board reports as follows:

- **Frequently:** through provision of the minutes of each meeting to the next meeting of the VCE and to the People Board. Additionally, an oral report (normally by the Chair/Vice-Chair) is delivered (along with other committee reports) as an item on VCE agendas;
- **Periodically:** via other policies, reports, plans and progress updates which it reviews and/or recommends for approval within the business cycle and its terms of reference;
- **Ad hoc:** where urgent Group-wide matters require direct escalation to the VCE for decision or discussion.

9. **Secretarial Arrangements**

- 9.1. The meeting will be clerked by the Group's University Secretary or their nominee.

10. **Review**

- 10.1. The Board will review its own effectiveness annually and in greater depth at a minimum of every three years. Reviews may be performed as part of wider governance effectiveness reviews;
- 10.2. These terms of reference will be reviewed annually to ensure their effectiveness and any amendments recommended to VCE for approval.

Approved by Vice-Chancellor's Executive: 5 October 2026

Date of next review: October 2027

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