People Board

1. Constitution

1.1. The Vice-Chancellor has established a Committee known as the People Board, which reports to the Vice Chancellor's Group (VCG) and the Strategy Programme Board (SPB).

1.2. The People Board works in conjunction with the Equality, Diversity and Inclusivity (EDI) Committee which oversees implementation of the EDI aspects of the enabling strategy.

1.3. The People Board will establish an Enabling strategy Steering Group to oversee the delivery of projects related to the People enabling strategy.

2. Scope

2.1 The People Board is responsible for the development and implementation of the University's People enabling strategy.

2.2. The People Board oversees the review and development of regulations, policies and procedures related to the employment of the academic and professional services staff.

3. Membership

3.1 The membership shall be as follows:

Ex Officio
- Vice-Chancellor (Chair)
- Deputy Vice-Chancellor and Provost (Vice-Chair)
- Executive Director of Human Resources
- Deputy Vice-Chancellor (Research & Knowledge Exchange)
- Chief Operating Officer
- One Co-Chair of the Equality, Diversity and Inclusivity (EDI) Committee

Other Members
- 1x Pro Vice-Chancellor
- 1x Deputy Dean
- 1x Head of School
- 1x Faculty Operating Officer
- 1 x Senior Manager HR

3.2 The Other Members of the Board shall normally be appointed to the Board by the Chair for one year. The Pro Vice-Chancellor, Deputy Dean, Head of School and Faculty Operating Officer will rotate annually among the other holders of these positions.

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.   Delegated Authority

The Board is authorised by the Vice Chancellor to approve:

5.1   Plans and Projects relating to the People enabling strategy including the approval and closure of projects recommended by the Enabling strategy Steering Group;

5.2   Regularly review the risk register for the People enabling strategy. Develop and approve action plans to take advantage of opportunities and mitigate risk;

5.3   Action plans to address the risks and issues where projects exceed their agreed tolerances as to time, cost, quality and benefits realisation;

5.4   Regulations, policies, procedures and good practice relating to People as related to the People enabling Strategy; and

5.5   The membership and terms of reference of the Enabling strategy Steering Group and any working groups to be overseen by the Steering Group. As Enabling strategy Steering Groups work to common terms of reference, any amendments to the Steering Group's terms of reference shall be discussed with the Strategy Programme PMO.

6.   Other Duties

The other duties of the Board shall be to:

6.1   Develop and review the University's People enabling strategy for approval by the VCG and the Governing Body. Champion and promote reflection, excellence and innovation across all areas covered by the enabling strategy;

6.2   Plan, monitor and audit implementation of the People enabling strategy including the review of key performance indicators and metrics. Ensure delivery of projects as to time, cost, quality and the realisation of planned benefits. Report to the Strategy Programme Board on the implementation of the enabling strategy;

6.3   Oversee the work of the Enabling strategy Steering Group. The Steering Group will recommend the approval of projects related to the People enabling strategy to the People Board and oversee their delivery until completion when their formal closure can be recommended to and agreed by the People Board. The Steering Group will also maintain the enabling strategy risk register. The Steering Group will report to the People Board and also to the Strategy Programme Board on the enabling strategy projects;

6.4 Review and oversee the development of regulations, policies and procedures related to the employment of the academic and professional services staff. Ensure adherence to legal and regulatory requirements and best best practice;

6.5 Review annually a number of prioritised people processes each year and make recommendations to VCG;

6.6 Review people-related challenges and opportunities. Consider how the challenges may be addressed and the opportunities supported;

6.7 Regularly scan the higher education sector and other organisations for best practice and innovation worth considering for implementation;

6.8 Monitor the staff culture of the University including the arrangements for staff surveys. Review the arrangements for hearing the staff voice and make recommendations to VCG;

6.9 Co-ordinate effectively with the EDI Committee and receive reports from the EDI Committee on progress on the University's EDI objectives; and

6.10 Ensure active consideration of equality, diversity, inclusion and sustainability in the conduct of its business.

7. Standing Orders

7.1 The Board must adhere to the [Standing Orders](#) for Academic and Executive Committees.

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