

Health & Wellbeing Committee

1. Constitution

- 1.1 The Vice-Chancellor has established a Health & Wellbeing Committee (H&WC), which reports to the University Health, Safety, Sustainability & Wellbeing Board (HSSWB).
- 1.2 H&WC will liaise with the Student Success Board and People Board, where appropriate, to ensure that actions on health and wellbeing support the [Student Success](#) and the [People](#) sub-strategies.

2. Scope

- 2.1 H&WC oversees the design and delivery of the University's Strategic Action Plan for staff and student health and wellbeing, ensuring that Health and Wellbeing is embedded in the curriculum and our organisational culture.
- 2.2 H&WC works in partnership to create a seamless supportive environment for our students and staff, e.g. through integrated academic and pastoral support, learner analytics, opportunities for peer support and an inclusive, engaging community where everyone can succeed.
- 2.3 Wellbeing comprises a person's mental health, physical health, financial sustainability, mood, family circumstances, workload, and social life, among other things.

3. Membership

- 3.1 The membership shall be as follows:

Ex Officio

- Executive Director of Student and Academic Services (*Chair*)
- Associate Director of Student and Academic Services (Student Services) (*Vice-chair*)
- Associate Director Talent, Reward & Development
- Vice-Chancellor's Policy and Strategic Advisor
- Head of Estates & Facilities Operations
- Associate Director of Health and Safety Services
- Head of Advocacy and Policy, GSU
- Executive Director and Chief Information Officer or nominee
- Representative of Academic and Learning Enhancement
- Head of Student Wellbeing Services
- Head of Information, Advice and Participation Services
- Senior Student Outreach, Participation and Advice Services Manager

Other Members

- 2 x Associate Deans (Student Success)
- 2 x Faculty Operating Officers

- 1 x Co-opted member appointed by the chair for their relevant expertise.

3.2 The Associate Dean and Faculty Operating Officer Members shall be appointed to the Committee by the Chair and shall serve terms of one year in rotation with others in those roles ensuring where possible that all Faculties are represented.

4. Attendance at meetings

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

5. Delegated Authority

The Committee is authorised by the Vice-Chancellor to approve:

- 5.1 Action plans to improve performance and mitigate risk in Health & Wellbeing;
- 5.2. Good practice and communications to promote awareness and engagement in Health & Wellbeing;
- 5.3 Procedures in the area of Health & Wellbeing, ensuring adherence to legal and regulatory requirements and best practice;
- 5.4 Establish and oversee working groups and task and finish groups related to the Committee's remit (e.g. relating to the student suicide prevention, intervention and postvention strategy and the University Mental Health Charter), consulting first with the University Secretary.

6. Other Duties

The other duties of the Committee shall be to:

- 6.1 Advise the Student Success and People Boards on the Health and Wellbeing aspects of the Student Success and People sub-strategies;
- 6.2 Develop the University's Strategic Action Plan for staff and student health and wellbeing including targets and required resourcing, in discussion with the Student Success and People Boards, for approval by the HSSWB;
- 6.3 Monitor progress in implementing the Strategic Action Plan for staff and student health and wellbeing within the University centrally and in Faculties;
- 6.4 Ensure that any data and metrics used to monitor implementation and performance are as robust and reliable as possible;

- 6.5 Monitor the effectiveness of the Health & Wellbeing services provided for students and employees. Review business cases where appropriate and make recommendations to HSSWB for improvements in provision and resourcing;
- 6.6 Monitor risks for Health & Wellbeing. Develop action plans to take advantage of opportunities, mitigate risk and improve performance for HSSWB approval;
- 6.7 Identify training and development needs and make recommendations for their resourcing to HSSWB;
- 6.8 Regularly scan the HE sector and other organisations for best practice and innovation in Health & Wellbeing, which are worth considering for implementation. Work with relevant HE and other organisations to ensure the University's approach is relevant and effective;
- 6.9 Develop a culture of openness and support in the University, acknowledging that everyone will experience challenges with their wellbeing at some point in their life;
- 6.10 Develop and review regulations and policies related to Health & Wellbeing for recommendation to HSSWB. Ensure adherence to legal and regulatory requirements and best practice;
- 6.11 Prepare an annual report on the past year's progress for HSSWB; and
- 6.12 Ensure active consideration of equality, diversity and inclusion in the conduct of the Committee's business.

7. Standing Orders

- 7.1 The Committee must adhere to the [Standing Orders](#) for Academic and Executive Committees.
- 7.2 The Committee shall normally meet once per term. Additional meetings may be called by the chair.

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