HUMAN RESOURCES COMMITTEE

Membership: Five independent governors
Deputy or Pro Vice-Chancellor, nominated by the Vice-Chancellor
Co-opted non-governor members with particular expertise (as appropriate)

In attendance: Director, Human Resources and Organisation Development
University Secretary and Chief Operating Officer
Clerk to the Court
Other staff may attend by invitation of the Chair

Quorum: The quorum shall be two independent governors

Meetings: The Committee usually meets three times a year. Additional meetings may be called or matters considered by correspondence as deemed necessary by the Chair to execute the business of the Committee.

Terms of Reference

1 To make recommendations to the Court of Governors regarding any changes to the framework for salaries, rewards and conditions of employment for the University’s staff (excluding ‘holders of senior posts’ which are the responsibility of the Remuneration Committee), to keep the effectiveness of this framework under review and to report on implementation of changes as appropriate;

2 To advise the Court on the People Strategy and policies or changes in policy as may be required (including organisational development, workforce planning, staff development and training, corporate social responsibility, and safety, health and wellbeing) and to monitor implementation through key performance indicators to ensure that the University adopts and consistently applies good practice;

3 To monitor and review the University’s implementation of employment and equal opportunities legislation and diversity initiatives, and to propose new or additional actions as considered necessary to ensure compliance and good practice;

4 To review the University’s response to any other employee related requirements or initiatives from external agencies and to monitor implementation;

5 To keep under review the conduct of employee relations and employee communications within the University;

6 To make recommendations to the Court as to regulations made under the Articles of Association for staff relating to conduct, discipline, dismissals and the handling of grievances and such topics;

7 To advise the Court on staffing matters relating to major change programmes;

8 To undertake any other duties as may be assigned by the Court from time to time.