

# Equity, Diversity and Inclusion Council

## Terms of Reference



### Vision

The Equity, Diversity and Inclusion (EDI) Council's vision is to drive the equity, diversity and inclusion agenda in the civil engineering surveying industry. This will be achieved through education and innovation and by attracting society to the profession.

The EDI Council will act as a conduit to influence and communicate with the widest possible audience, especially beyond the core profession.

Equity means treating people fairly and justly, depending on their individual circumstances, whether this refers to:

- Gender identity or assignment
- Sex or sexual orientation
- Disability (visible and non-visible) or health
- Race or ethnicity
- Religion or belief
- Age
- Nationality
- Pregnancy and maternity
- Or indeed any other aspect of an individual's personal makeup and ensuring the necessary (and where reasonably practicable) allowances or adjustments for their requirements.

### Objectives

- Advise and engage across the institution and wider profession, on issues relating to equity, diversity and inclusion across the built environment sector.
- Build partnerships with industry and professional bodies, EDI committees and across wider society.
- Lead, guide and support the development and implementation of wider EDI activities across the profession.
- To work to educate the civil engineering surveying profession and encourage the widening of access to employment opportunities amongst diverse groups currently under-represented within the workforce.
- Identify and promote EDI policy and best practice across the profession to support a collaborative approach within CICES membership.

### Governance

- Membership of the EDI Council shall comprise the CICES chief executive officer; at least one representative from Council of Management; at least one representative from the Tomorrow's Leaders Committee; together with the chair; vice chair and general council members.
- General council members of the EDI Council shall be selected by the chair (or a nominated person) in consultation with the incumbent council following an expression of interest from a full CICES member to the chair. Council shall always be respectful of maintaining diversity, wherever possible, of its members. This appointment is for a fixed term of two years with no limitations on reapplication.
- Council members will be stood down in the event, without prior notification and agreement, if three consecutive council meetings are missed.
- Meetings will be held every three months using the most appropriate form of engagement, e.g. in person or an online platform.

- Administrative support will be provided by and meeting minutes will be taken by the committees and membership administrator and issued to EDI Council members within seven days.
- Meetings will be deemed quorate with at least 50% of appointed EDI Council members in attendance.
- External speakers and guests will be invited to attend EDI Council meetings as required.

### **Role of the chair**

The chair will be selected by the council for a period of three years. The responsibilities of the chair include:

- Chairing the meetings.
- Reporting on progress on actions and issues to the CICES Council of Management.
- Representing the work of the council to outside bodies and individuals when appropriate.
- Working with the membership of the council to draw up a plan for the activities of the committee. This will be reviewed annually.
- Agreeing the agenda for each meeting.
- Steering the work of the council, by consulting with members to maximise the performance of the council to ensure objectives are met.

Frequency of the review of these terms of reference will be annually and by the incumbent council for approval by Council of Management.