



Diversity Network

Terms of Reference

1. The College's Mission Statement

The Royal College of Pathologists' mission is to: advance the science and practice of pathology; further public education in the field of pathology; and, promote study, research and innovation in pathology and disseminate results.

2. Purpose

The Diversity Network is commissioned by Trustee Board to promote diversity and inclusion at the College and provide advice to the College on matters of diversity and inclusion.

3. Oversight Responsibilities

- The Network will be an open forum to discuss matters of diversity and inclusion pertaining to the work of the College and to the practice of pathology.
- The Network will scope opportunities to promote diversity and inclusion.
- The Network will report to Trustee Board on matters relating to diversity at the College. This will be within any budget parameters and resource limitations of the College.
- This will include reporting to Trustee Board on:
 - The diversity of College committees, Council and Board, with advice on how to improve diversity
 - How inclusive the College is for members and staff of diverse backgrounds and identities
 - What steps can be taken to improve equality, diversity and inclusion at the College
 - All functions of the College for members and staff
- Provide advice to Trustee Board on areas of diversity that impact on pathology practice
- Standards or regulatory or legal requirements that must be met:
 - Equality Act 2010
- Explore opportunities to establish relationships between the College and networks or organisations that can help the College improve diversity and inclusion
- Member engagement through social media, e-mail and published articles on the work of the Network

4. Accountabilities

The Network will be accountable to the Trustee Board

5. Approval Authority

Not applicable

6. Governance

Reporting to Trustee Board on the activities of the Network, including production of a report

7. Membership

The membership of the Network will be open to any College member or staff member, by contacting the chair via the volunteering webpage. Network meetings will be open to any College member or staff member to attend.

The membership shall comprise the following:

[list members and any organisation/committee represented]

Chair (with any specific criteria for the role)	Esther Youd, Assistant Registrar (interim chair)
Full members of the network (these will normally be required to be members of the College and will have voting rights) NB. all members of the network will be eligible to vote (if necessary)	Any College member or staff member
Chair of associated College SACs (if applicable).	N/A
Honorary officer representation (ex officio). Officers are all ex-officio members of committees and should be included in any item that requires a vote.	Lance Sandle, Registrar
Co-opted external representation dependent on the committee. Each committee will recommend organisations they should be collaborating with for the approval by the Governance Committee or Council. (Co-opted members will not be entitled to vote on any committee matters. Their term of office is normally one year for specific areas of interest)	N/A
Co-opted devolved administration representatives will be sought should any region not be represented by a committee member.	NI member
Lay member (where required, this will be specified).	Anomika Bedi Vince Voon
Charities will be offered observer status, at the request of the network.	N/A

8. Meetings

One meeting every two months. These are held using video or teleconference. Discussion and decision via email or other electronic means is encouraged outside of formal meetings.

Administrative support will be provided by a member of the committees team
Agendas and papers will be circulated at least one week before each meeting
Minutes will be made available on the College website, with access restricted to
College members and staff only via myrcpath

9. Resources

Meetings will be held virtually so travel expenses for network members will not be
required to be remunerated.

Terms of Reference agreed at Network meeting _____
Chair of Network Esther Youd (interim) _____ Signed _____
Approved at Trustee Board Meeting _____
Review date (3 years following Trustee approval)