



TERMS OF REFERENCE

COMMITTEE	Council People and Culture Committee
PURPOSE	<p>The Council People and Culture Committee is a formally constituted committee of University Council and are responsible for advising Council on the University’s workforce strategies relating to human resources, culture and health, and the safety and wellbeing of the University Community.</p> <p>Strategic Framework</p> <p>UOW’s Strategic Plan 2020 - 2025 identifies People and Culture as two of the organisation’s strategic enablers. The Strategic Plan outlines the University’s commitment to attracting and retaining the best talent and continuously developing its people. It also confirms the importance of a culture characterised by excellence, collaboration, agility, nimbleness and responsiveness.</p>
TERMS OF REFERENCE	<p>The role of the Council People and Culture Committee is to monitor and advise Council on:</p> <ol style="list-style-type: none"> 1. the alignment of the University’s workforce strategies with the University’s strategic and organisational plans; 2. strategies to manage and enhance the University’s workforce, including with regard to: <ol style="list-style-type: none"> 2.1. attraction, retention, remuneration, performance management, development and succession planning of academic and professional staff; 2.2. equity, diversity and inclusion; 2.3. external and internal developments, drivers and risks; and 2.4. enterprise bargaining and other industrial relations matters. 3. strategies to enhance people, culture and organisational effectiveness, including with regard to: <ol style="list-style-type: none"> 3.1. institutional values and culture; 3.2. staff engagement including staff communication and consultation; and 3.3. staff health, safety and wellbeing. 4. staff-related policies, processes and frameworks.
CHAIR	Appointed by Council from Council Members ¹
MEMBERSHIP	<p>The Council People and Culture Committee shall consist of:</p> <ol style="list-style-type: none"> a. the Vice-Chancellor and President b. the Academic Senate Chair c. at least one (1) and up to three (3) external members of Council appointed by Council d. one (1) elected staff member of Council appointed by Council e. one (1) elected student member of Council appointed by Council; and f. up to two (2) external members (external to the Council and not a current staff member or current student of the University of Wollongong) with appropriate professional expertise and experience, who will be recommended by the Chair and approved by Council.
TERM OF OFFICE	<p>All members, including the Chair, are appointed for a term of office of two years. Terms of office are staggered where possible so that expertise and continuity can be maintained.</p>

¹ Not a staff or student Council Member

Council People and Culture Committee Terms of Reference

ATTENDEES	<ul style="list-style-type: none">• Chief Operating Officer• Chief Governance Officer and University Secretary• Chief People and Culture Officer• Any others as determined by the Chair when necessary
QUORUM	At any meeting of the Committee three members shall form a quorum
SECRETARIAT	Governance and Policy Division
MEETINGS	The Committee meets at least four times per year. Additional meetings may be called at the discretion of the Chair.
REPORTING	A report will be provided to University Council following each meeting.