

## NRCPD

### Equality, Diversity and Inclusion Advisory Group

#### Terms of Reference

#### 1.0 Background

The strategic aims of the NRCPD include a commitment to understand stakeholders, develop the professions and build networks. Key to achieving these strategic aims is the centrality of Equality, Diversity and inclusion in all that we do.

The 2021 SLTI Census, produced by Herriott Watt University and ASLI, revealed a limited range of diverse characteristics amongst Sign Language Interpreters and Translators. Anecdotal evidence, from other allied professions, also suggests limited diversity amongst these professional communities. Whilst there has been increased diversity in representation in certain areas of specific professions, NRCPD recognises our responsibility in supporting the development of diverse and representative professions.

#### 2.0 Purpose

As we move towards achieving our strategic aims, it is imperative that our systems, processes, policies and activities support and promote the inclusion of all Language Service Professionals. We are committed to creating an environment that encourages engagement from a diverse population and develops truly representative and inclusive professions. The establishment of an Equality, Diversity and Inclusion Advisory Group, will support us in looking for every opportunity to drive and embed EDI good practice across all activities of NRCPD.

#### 3.0 Scope

The EDI Advisory Group will be responsible for offering advice, guidance and review in the development and monitoring of systems, processes and guidance that directly affects the activities of NRCPD and our registrants. This will include:

- Recruitment and Selection
- Complaints Process
- Practice Guidance
- Registrant Audits

#### 4.0 Membership

Membership of the EDI Advisory Group will comprise of:

- i) Leadership - NRCPD
- ii) Representative bodies
- iii) Professional Associations

The EDI Advisory Group will have authority to invite appropriate bodies to advise on specific items, with prior approval of the chair.

Where members are not available for meetings, appropriate professionals should be sent to deputise for them.

## **5.0 Responsibilities**

The EDI Advisory Group will be responsible for:

- Reviewing and advising on developing process reviews
- Reviewing and advising on developing guidance for Registered Professionals
- Undertaking Equality Impact Assessments of the above.
- Reviewing the requirement and approval of EDI Training for regulated professionals

## **6.0 Meeting Frequency**

The EDI Advisory Group will meet quarterly either face to face or online

Where specific review activity is required an EDI working group will be established. This group will meet monthly against the project plan and only for the life of the specified activity.

## **7.0 Minutes**

All meetings will have minutes taken and will be circulated within 14 working days of the meeting taking place.

## **8.0 Review**

These terms of reference will be reviewed annually.