

# NUFFIELD DEPARTMENT OF CLINICAL NEUROSCIENCES

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## NDCN Equity, Diversity, and Inclusivity (EDI) Working Group Terms of Reference

### Mission

The EDI Working Group has a remit to develop, implement and monitor a strategic plan to improve EDI within the Department. The Working Group will advise the Head of Department (HoD), Strategy Group (SG), and Senior Management Group (SMG) on EDI issues and activities in the Department. The EDI Working Group forms part of the People & Culture Committee.

### Meetings

The committee will meet monthly.

### Terms of Reference

- To develop and maintain an EDI strategic action plan for NDCN, including key performance indicators and monitoring
- To identify areas of need for improved EDI best practice in the Department, recommend actions to address these needs, and implement actions agreed with HoD, SG or SMG as appropriate
- To report to the HoD, SG, and SMG on the state of EDI within the department, outcomes of specific EDI initiatives, and status of the EDI strategic plan
- To provide advice and recommendations to the HoD, SG, and SMG on specific EDI issues as needed
- To communicate with all NDCN members regarding EDI issues and provide mechanisms for NDCN members to express concerns or suggest initiatives
- To work with and advise other working groups within the People & Culture Committee where appropriate, especially on areas of overlap with the Athena SWAN SAT for gender equality
- To monitor and engage with broader EDI activity both within NDCN divisions and across the broader university landscape